

Council Roundup for March 21, 2022

Municipal Judge Larry Blake Jr. conducted the swearing in of Councilor Jefferson Mildenberger to District 4 for a term of March 21-December 31, 2022.

The Newberg City Council met on March 21, 2022 and took the following actions.

Approved:

Order 2022-041, Public Safety Fee

Resolution 2022-3805, adjusting Council district boundaries based on annexations.

Resolution 2022-3788, updated Master Fee Schedule

Proceeding with the Elliott Road project

Ordinance 2022-2895, new legal description of the Newberg city limits

Resolution 2022-3816, Appointment of Karen Tarmichael to the position of Emergency Preparedness and Risk Coordinator

In other business:

Heard report on February statistics from the City Manager Pro Tem. Heard presentation on Capital Improvement Projects. Heard annual economic development report. Recognized local wrestling team for accomplishments.

Held discussion on Short Term rentals, and possibly future regulations.

Councilor Julia Martinez Plancarte (District 2) announced her resignation effective March 31st.



City Council Work Session

March 21, 2022 - 6:00 PM

Hybrid meeting

newberg public safety building 401 e. third street

mar. 21 city council

please click this url to join. <https://us06web.zoom.us/j/86351196420>

or join by phone:

1 253 215 8782 or 1 346 248 7799 or 1 669 900 6833

webinar id: 863 5119 6420

1. CALL MEETING TO ORDER

1.A Agenda en Español

[Spanish Council Work Sxn Agenda 2022-0321.docx](#)

2. DISTRICT 4 OATH OF OFFICE - JEFFERSON MILDENBERGER

3. ROLL CALL

4. REVIEW OF THE COUNCIL AGENDA AND MEETING

5. COUNCIL BUSINESS ITEMS

6. PRESENTATIONS

6.A 2021 Newberg Economic Development Strategy (NEDS) Annual Report

[2021 NEDS Annual Report - INFO RCA \(1\).docx](#)

[2021 NEDS Annual Report.pptx \(1\).pdf](#)

[2021 NEDS Annual Report Cover Letter rev.docx](#)

6.B Short Term Rental Discussion

[2022_-_A_discussion_on_Short_Term_Rentalsrev.docx](#)

[Vacation and Short-Term Rentals Map_March 2022.pdf](#)

[Dr. Baker letter.pdf](#)

[Short-Term Rentals Density.pdf](#)

[Robin Baker public comment on Short Term Rentals 2022-0311.pdf](#)

7. ADJOURNMENT



Sesión de Asuntos del Consejo Municipal

marzo 21 de 2022 - 6:00 PM

Sesión híbrida

Edificio de Seguridad Pública de Newberg 401 E Third Street

o haga clic en el enlace para unirse: <https://us06web.zoom.us/j/86351196420>

o por teléfono:

1 253 215 8782 o 1 346 248 7799 o 1 669 900 6833

webinar id: 863 5119 6420

1. LLAMAR AL ORDEN LA SESIÓN
2. JURAMENTO DEL CARGO DEL DISTRITO 4 - JEFFERSON MILDENBERGER
3. PASAR LISTA DE ASISTENCIA
4. REPASO DE LA AGENDA Y SESIÓN DEL CONSEJO
5. ASUNTOS DEL CONSEJO
6. PRESENTACIONES
 - 6.A **Informe anual de la Estrategia de Desarrollo Económico de Newberg (NEDS) de 2021**
[2021 NEDS Annual Report - INFO RCA \(1\).docx](#)
[2021 NEDS Annual Report.pptx \(1\).pdf](#)
[2021 NEDS Annual Report Cover Letter rev.docx](#)
 - 6.B **Discusión de Alquiler a Corto Plazo**
[Vacation and Short-Term Rentals Map_March 2022.pdf](#)
[2022 - A discussion on Short Term Rentals.docx](#)
[Dr. Baker letter.pdf](#)
[Short-Term Rentals Density.pdf](#)
[Robin Baker public comment on Short Term Rentals 2022-0311.pdf](#)
7. TERMINAR LA SESIÓN

REQUEST FOR COUNCIL ACTION



Order <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Information	
Subject: 2021 Newberg Economic Development Strategy (NEDS) Annual Report	Staff: Shannon Buckmaster Department: Administration - Economic Health File No. G-15-0006
Work Session Business Session <input type="checkbox"/>	Order On Agenda:

Date Action Requested: March 21, 2022

Recommendation:

City Council review and accept the 2021 Newberg Economic Development Strategy (NEDS) Annual Report.

Executive Summary:

The 2021 NEDS Annual Report includes information on progress in each of the five strategic pillars of our local economic development activity: Industrial Sector, Commercial Sector, Business Development & Workforce, Downtown Newberg, and Tourism & Hospitality.

Fiscal Impact:

There is no fiscal impact for the City Council to accept the 2021 NEDS Annual Report.

Strategic Assessment:

1. Change operational culture to one focused on Customer Service and act to Resolve Ongoing Legal Disputes.

Several Business and Workforce Development strategies focus on greater efficiency between support organizations and, specifically, within the City of Newberg. The NEDS team recognizes that our business owners are customers of the City. NEDS priorities proactively address how to support starting or expanding a business in Newberg, how to navigate different departments within the City of Newberg, how to access resources at all levels of government, and how City Staff can improve rapport with the business community.

2. Further develop an operational culture that adopts and cherishes Diversity, Equity, and Inclusion as core values.

Workforce development initiatives focus on improving quality of life and vocational prospects for individuals, while improving the skill sets of our workforce, especially our underemployed workers. The workforce and affordable housing initiatives are similarly related to improving equitable access for marginalized community members. Staff continues to engage the Latinx community in support of equitable access to programs, services, and funding opportunities. With parking, sidewalks, and infrastructure improvements, we're also able to improve ADA accessibility standards.

3. Promote development of housing affordability such as houselessness, transitional housing, workforce housing.

The Workforce Housing forums, Vertical Housing Development Zone program, Construction Excise Tax, and Middle Housing all support affordable, diverse housing options for our community. Additionally, the Urban Renewal Plan and citywide development strategies support infill opportunities.

4. Create and support an Urban Renewal Plan and Authority.

Development of an Urban Renewal Plan is a priority in the Newberg Downtown Improvement Plan and Riverfront Master Plan, and completion is expected to occur in 2022 with implementation to occur over the next 30 years.

5. Collaborate with local partners and with entities like ICLEI in the development of Sustainability program.

Because NEDS includes infill strategies with the VHDZ, and URA, our community is able to leverage land resources locally. When development occurs through URA, the City of Newberg's Community Development, Public Works, and Planning teams are able to increase sustainability standards, including reclaimed stormwater, more efficient utilities, and ADA accessibility.

2021 Newberg Economic Development Strategy (NEDS) Annual Report

Shannon Buckmaster
Economic Health Manager, City of Newberg
March 21, 2022

2021 NEDS Team

Carr Biggerstaff

Chehalem Valley Innovation Accelerator (CVIA)

Shannon Buckmaster

Economic Health Manager, City of Newberg

Leslie Caldwell

Executive Director, Taste Newberg (VN/TN)

Joshua Duder

Former Executive Director, Chehalem Valley Chamber of Commerce (CVCC)

Philip Higgins

Principal Broker, Pacific Crest Real Estate
Executive Board Member, CVCC

Dr. Luke Neff

Former Director of Strategic Partnerships, Newberg Public Schools (NPS/NSD)

Polly Peterson

Executive Director, Newberg Downtown Coalition (NDC)

Scott Parker

Current Executive Director, Chehalem Valley Chamber of Commerce (CVCC)

Doug Rux

Community Development Director, City of Newberg

Abisha Stone

Yamhill County Economic Development Coordinator,
Strategic Economic Development Corporation (SEDCOR)

Overview

- Started in 2016 with input from over 60 local, regional, and statewide organizations
- Five pillars of activity
- Impact from “A NewBERG” Community Vision for 2040 Project
- COVID-19 Priorities



Industrial Sector

- BRE Survey by SEDCOR
- Available Land, Redevelopment Costs, and Workforce
- Former West Rock Mill Site Redevelopment
- Funding Opportunities
- Urban Renewal Plan

Commercial Sector

- Expansion and Relocation
- SDCs
- Exit Surveys
- Sidewalk Loan Program
- Revolving Loan Fund

Business & Workforce Development

- Community Outreach
- PPE Distribution
- Entrepreneurial Support and Our Venture Catalyst
- Workforce Availability, Childcare, Housing, Mental Health Support
- FUN, Berg Bucks, and CTE Support

Downtown Newberg

- Urban Renewal District
- Vertical Housing Zone
- M-5 Craft Industrial District
- Downtown Parking Study

Tourism & Hospitality

- Strategic Tourism Plan 5-Year Review
- Promoting Local, Regional, National, and International Tourism
- Yamhill County Tourism Partnership Update
- Media Mentions
- Community Events & Outreach

Evaluation of Council Goals

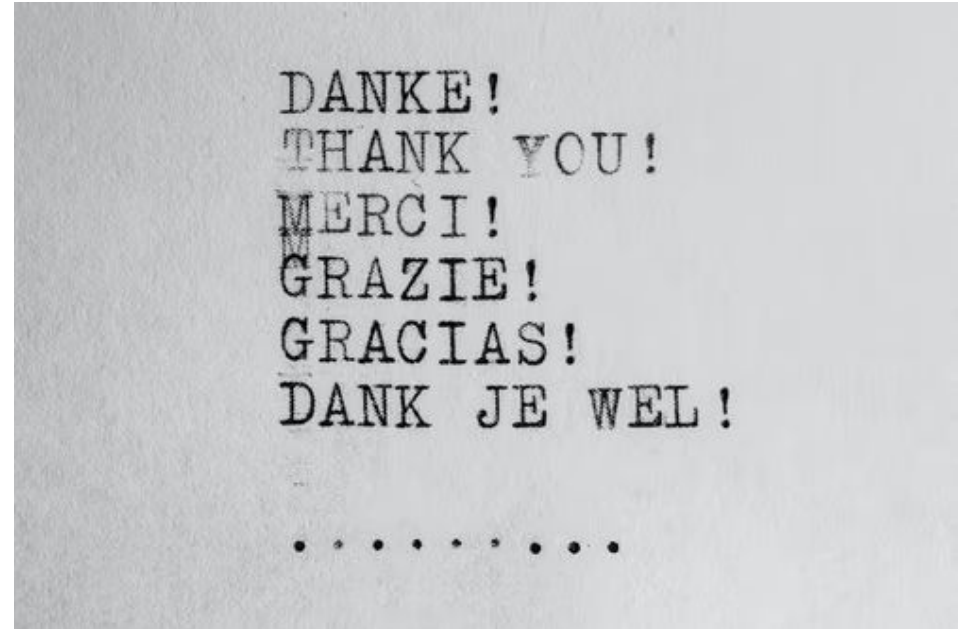


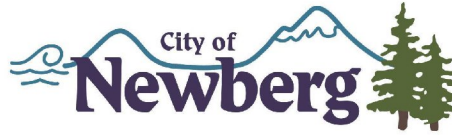
1. Customer Service
2. Cherish Diversity, Equity, and Inclusion
3. Housing Affordability
4. Urban Renewal
5. Sustainability

Questions?

Shannon Buckmaster
Economic Health Manager
(971) 281-9669

Shannon.Buckmaster@NewbergOregon.gov





Newberg Economic Development Strategy (NEDS) 2021 Annual Report

Presented to Newberg City Council
March 21, 2022

Shannon Buckmaster, Economic Health Manager

2021 NEDS Core Group:

Carr Biggerstaff - carr@chehalemvia.com

Chehalem Valley Innovation Accelerator (CVIA)

Shannon Buckmaster - shannon.buckmaster@newbergoregon.gov

Economic Health Manager, City of Newberg

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Executive Director, Taste Newberg (VN/TN)

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Principal Broker, Pacific Crest Real Estate Advisors

Executive Board Member, Chehalem Valley Chamber of Commerce (CVCC)

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Community Development Director, City of Newberg

Abisha Stone - astone@sedcor.com

Yamhill County Economic Development Coordinator, Strategic Economic Development Corporation (SEDCOR)

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Newberg Economic Development Strategy (NEDS) Overview

The original 2016 Newberg Economic Development Strategy was prepared through collaboration of the Chehalem Valley Chamber of Commerce, City of Newberg, Newberg Downtown Coalition, Austin Industries, George Fox University, the finance and development community and input from over sixty local, regional and statewide organizations in creating the strategy. The 2019 update includes information from the “A NewBERG” community visioning program and brought in two additional key partners with the Strategic Economic Development Corporation (SEDCOR) and Visit Newberg/Taste Newberg. The Strategy has five pillars of activity: Industrial Sector, Commercial Sector, Business Development & Workforce, Downtown Newberg, and Tourism & Hospitality. There are five strategies for the Industrial Sector, three strategies for the Commercial Sector, eight strategies for Business Development & Workforce, seven strategies for Downtown Newberg, and four strategies for Tourism and Hospitality. Each strategy has identified actions and short, medium and long-term timelines for implementation of the actions.

Impacts from “A NewBERG” Community Vision Project

After the final results from our 2019 “A NewBERG” Community Vision for 2040 Project, the NEDS Committee integrated 26 updates for Economic Development and several more updates for Livability and Development into the evolving NEDS document. Our community identified 5 goals for economic development, including to (1) enhance industrial development capabilities, (2) to enhance commercial development capabilities, (3) to create a premiere business and workforce development program, (4) to complete organizational actions for the Newberg Downtown Improvement Plan, and (5) to increase and maintain support for tourism organizations in Newberg.

Specific projects and priorities that were retained or included in the NEDS revision are to engage the Oregon Employment Department in support of traded sector and other targeted industries; leverage resources through and support the Chehalem Valley Innovation Accelerator (CVIA); conduct retention visits with partner organizations; recruit new traded sector companies to Newberg; develop relationships with the industrial brokerage community in Greater Portland Area; promote Enterprise Zones; meet with property owners; establish the Chehalem Valley Entrepreneurs Network and coordinate with Launch Mid-Valley; establish an Urban Renewal District; create a Vertical Housing Development Zone program; establish a Construction Excise Tax; prepare M-5 (craft industrial) design guidelines; establish a parking working group; update street signage and parking; create and expand a marketing campaign that promotes Newberg as a tourist destination; continue providing Visitor Center functions; increase advertising and public relations dollars; work with local major businesses increase destination traffic; recruit a mid-tier hotel; establish annual reporting on tourism activities; and coordinate with Visit Newberg/Taste Newberg (VN/TN) on tourism marketing and promotion activities.

Relevant goals for Livability and Development included in the NEDS revision focused on efforts to improve housing affordability, to implement the Newberg Downtown Improvement Plan, and to improve infrastructure. Improving housing affordability directly affects efforts toward creating workforce housing. Evaluation and potential expansion of the Urban Growth Boundary (UGB) increases our land inventory for business recruitment, retention, and expansion, especially in living-wage industries like manufacturing, and generates important data through a Housing Needs Analysis, Economic Opportunities Analysis. Infrastructure development supports completion of the Riverfront Master Plan and development of the former WestRock Mill Site. Within the Downtown Area, the NEDS incorporates renewed focus on developing vacant properties, including the Butler Property, and recruiting a hotel developer, even as the latter goal has been halted by the COVID-19 pandemic.

COVID-19 Priorities

In September 2020, the NEDS Committee convened to evaluate and temporarily elevate and/or revise the strategy goals in response to the economic crisis resulting from the COVID-19 pandemic and ensuing Executive Orders from the Office of Oregon Governor Kate Brown, which often included restrictions on business operations, up to temporary closures of businesses by industry. Through the NEDS document, activities that were deemed particularly relevant for economic recovery were highlighted by an additional comment and, in some cases, an expanded description of appropriate activities were noted.

Industrial Sector

The five strategies for enhancing Industrial Sector development capabilities and opportunities are to (1) assess the local economy by building on the four key existing traded sector industries of advanced manufacturing, technology, agriculture and wood products; while targeting traded-sector high-tech manufacturing, aviation-related industry and food/beverage processing, (2) retention and expansion of existing industrial businesses, (3) recruitment of traded-sector companies, (4) participate and partner with regional, state, and federal organizations, and (5) market the competitive advantage in Newberg.

Within Industrial Economic Development, notable activities included Abisha Stone of SEDCOR developing and executing a Business Retention and Expansion (BRE) survey that included results from 8 participating Newberg businesses. The greatest BRE needs identified by our Newberg businesses prioritized access to workforce and available land for development and expansion. Portland Business Alliance (PBA) hosted an Oregon Economic Forecast Forum that predicted stronger-than-expected economic recovery for traded sector companies and available jobs. Unfortunately, many jobs remain unfilled due to a voluntarily absent workforce. The Oregon Employment Department (OED) announced late-July changes to UI/PUA benefits to encourage workers to return to work, especially in response to full-time, in-person school starting in September 2021.

The Chehalem Valley Innovation Accelerator (CVIA) reported entrepreneurs pursuing a community art space and a commercial cookware company. Arthur Chaput replaced Dennie Houle as our Business Oregon Regional Development Officer (RDO).

Conversations were held with fabrication, machining, automotive, dental, and medical parts manufacturers about retention and expansion strategies involving physical expansions. Available industrial land continues to be a significant challenge for expansion, as well as (re)development costs. Redevelopment costs and timeline challenges prevented a Newberg location Project Oasis, a childcare center offering subsidized child care and community services as a private/public partnership catalyzed by DCI, Inc, in response to workforce and public health needs. While there was a secondary plan to develop the Center with Newberg Public Schools, the Center was ultimately established in McMinnville, Oregon.

Commercially, successful redevelopment and/or recruitment added a financial office redevelopment and bakery to our Downtown Area, addressing infill needs for vacant buildings. Commercial Development Corporation (CDC) continues to partner with City Staff for RFI proposals on the former West Rock Mill Site. Several RFIs were completed in 2021, while none have currently resulted in redevelopment opportunities. One interesting piece of feedback for an RFI not advancing was the existence of a fault line transecting the property, which prevented a data center from advancing our proposal.

Funding opportunities pursued for Newberg's business development included exploration of funding a business plan support plan modeled after a similar program in Independence, Oregon; a Nike Community Impact Grant to the N. Willamette Region; Portland Business Development Group (PDBG) offering a microenterprise Community Development Block Grant (CDBG) grant; a Travel Oregon grant; the Yamhill County Board of Commissioners receiving a recommendation from the Economic Development Advisory Council (EDAC) to consider economic recovery as a spending priority for their \$22 Million in American Rescue Plan Act (ARPA) funds; multiple funding opportunities through Business Oregon, including a small indoor theater grant that a local business applied for; and the City of Newberg launching a competitive grant program for both internal public projects and private/non-profit/business project proposals to allocate their \$5.3 Million ARPA funds. The first of three ARPA Budget Committee Meetings occurred on December 15, 2022, allocating \$1,765,529 to 8 projects, including two non-profit organizations and a private hotel SDC reduction.

With support from CVCC Board Vice President Philip Higgins, Scott Parker replaced Josh Duder as the Executive Director for the Chehalem Valley Chamber of Commerce. Executive Director Polly Peterson permanently took over NEDS responsibilities from outgoing ED Molly Olson. Monique Clairborne was named as the new CEO for Greater Portland, Inc. The Oregon Economic Development Association is searching for a new CEO/ED after the announcement of Avery Pickard's resignation.

The Urban Renewal Citizens Ad-hoc Committee (URCAC) met several times in 2021, building, adopting, and beginning overlaying tax district approval presentations for an Urban Renewal Plan, until opposition from the Yamhill County Board of Commissioners prompted a change to the plan by the Newberg City Council and URCAC. The URCAC reconvened and revised the plan to eliminate annexed land from the Urban Renewal Plan, effectively addressing the YCBOC's concerns. The Plan is expected to be adopted with implementation beginning in 2022.

Launch Mid-Valley convened several times in 2021, with Venture Catalyst Mike White facilitating regional meetings for entrepreneurial exposure and support, including one pub talk at Social Goods in Newberg. SEDCOR continued to general industrial and traded sector, sewist, food industry, and PPE manufacturer roundtables and forums. Newberg dental manufacturer DCI, Inc. was named SEDCOR's Manufacturer of the Year at their Annual Awards Luncheon in Salem.

The EHM underwent training through Business Oregon on the Oregon Prospector RFI recruitment platform, built an RFI library, coordinating with the City's Communications team for a community data web page and RFI marketing template, and started initial conversations on acquiring a Customer Relations Management software package to manage business, partner, and RFI contacts.

Local outreach events included presentations to both Rotary Clubs in Newberg, Newberg City Club, and the Yamhill County Leadership Forum on Urban Renewal, City programs, and ARPA processes.

Commercial Sector

The three strategies for the Commercial sector are to (1) retain existing commercial/retail businesses in Newberg, (2) redevelop vacant and underutilized commercial/retail sites, and (3) support the creation of new retail/commercial businesses.

Expansion or relocation land continues to be scarce and businesses face additional challenges of development costs and rising real estate costs when investigating commercial spaces. CVCC offered feedback in initial conversations with City Staff on SDCs, particularly regarding “Change of Use” and Transportation SDCs. City Staff prepared an educational presentation on SDC historical process and assessments for community partners and business owners.

Some exit surveys were incomplete or challenging, because (as reported by NDC), support organizations needed to “build the relationships.” NDC drafted an exit interview survey for businesses who are closing or relocating to a different community. The NEDS team has continued to communicate around infill and relocation opportunities for individual businesses.

The City of Newberg launched a Sidewalk Loan Program, initially intended for residential development, but opened to locally-owned small businesses. The former CM and CDD/EHM had started conversations with SEDCOR and the Mid-Willamette Valley COG to revise our City’s Revolving Loan Fund to reduce existing rates to a more competitive rate. This project is postponed until a permanent City Manager is hired.

Business and Workforce Development

The seven strategies for Business and Workforce Development are to (1) foster entrepreneurial business formation and growth, (2) maintain the Chehalem Valley Innovation Accelerator (CVIA), (3) enhance the business mix in Downtown Newberg, (4) improve workforce development, (5) enhance the Chehalem Valley Chamber of Commerce (CVCC) resources, (6) market employment training opportunities to employers, and (7) create a business financing program.

The Community Development Director presented on economic development and community planning to George Fox University Students, while the EHM mentored graduating Business Majors on non-profit principles, management, budgeting, and development. City of Newberg Staff created and administered a Business Needs Survey, in anticipation of allocating ARPA funds to best serve the business community.

CVCC and NDC continued to distribute free PPE to local businesses. CVCC also started a new program for women business owners - Females United Network (FUN), and partnered with the Oregon Community Foundation (OCF) for a next attempt at Table for 12 in support of the Latinx community.

The Economic Development Association (EDA) funded Mike White as Yamhill County's Venture Catalyst for 2 additional years. The VC hosted a food entrepreneurs event focusing on localizing the supply chain and a Yamhill County Pitch Fest. CVIA added several new Advisory Board Members and considered an application for the USDA RBDG grant, but did not have an eligible project.

Taste Newberg created several marketing campaigns benefitting local businesses and in cooperation with NDC and CVCC, including a Valentine's Day outdoor "Mid Winter Market," a revitalized Art Walk/First Friday, and a highly successful Summer Farmer's Market on College St, which included a vaccination clinic. Taste Newberg and NDC have proactively tracked and reached out to new local businesses for partnership opportunities. Taste Newberg and NDC also partnered on creating a workshop for helping businesses update their Google pages. NDC, CVCC, and TN decided against consolidation and/or co-location. With City funding through General Fund and ARPA funds, NDC launched a closed-loop gift card system to build revenue for local businesses called "Berg Bucks." NDC ED Polly Peterson also enrolled in a grant writing and non-profit development course.

A local manufacturer surveyed its workforce and identified its top workforce needs as childcare, food insecurity, and mental health. In addition to this survey, workforce availability and workforce housing continue to be a challenge for employers. SEDCOR facilitated a workforce exchange with (off-season) agricultural contract workers to move into manufacturing temporarily. SEDCOR worked with Chemeketa CC and Willamette Workforce Partnership to support workforce development programs in childcare and tourism/hospitality. Some local

businesses reported reduced operational hours as a result of limited workforce availability. WorkSource Oregon hired a new workforce coordinator to work with businesses to become Veteran-friendly employers.

A sidewalk construction and repair program was approved by Council to employ and train underemployed, non-enrolled youth with partnership from YCAP and WWP. The program failed for lack of available concrete contractors.

The Yamhill County BOC approved \$435,00 in ARPA grant funding for workforce projects and more than \$2 Million in childcare expansion and affordability programming, disbursed through the Early Learning Division. West Valley CTEC received \$1.9M from the State's Christmas tree fund to purchase the Sheridan School District's new building. SEDCOR continues to work with CTEC West to develop new educational programs.

McMinnville Economic Development Partnership opening all internship opportunities for students and employers to Newberg Area businesses, in part to fill a local opportunity gap. The EHM participated in resume reviews and mock interviews for CTEC in the Salem-Keizer SD, multiple design review committees for Newberg Public Schools in relation to the passed construction bond, and entrepreneurial project series as an advisor for both Dayton High School and Catalyst High School. The EHM was also appointed as a CTE Advisory Council Member for the Willamette Career Academy, serving Newberg and Dundee students.

Downtown Newberg

The seven strategies for Downtown Newberg are to (1) create an Urban Renewal District, (2) create an Economic or Business Improvement District, (3) create tools for developers, (4) complete regulatory improvements, (5) develop downtown partnership, (6) create the Downtown Development Ombudsperson position, and (7) develop a parking management plan.

As noted earlier in this report, one of the successes of the Downtown Newberg strategy is the progress toward an Urban Renewal District, which geographically includes the Downtown area. NDC began educational conversations with McMinnville leaders about how they formed an Economic Improvement District. Creation of a Vertical Housing Development Zone program was completed on May 3, 2021, and went into effect on June 3, 2021.

After the completion of TPR analysis by the City's consultant, preparation of the M-5 (craft industrial) District is postponed until City staffing levels in the Planning Department are restored. The Downtown Parking Study is also postponed for pandemic-related challenges and lack of funding. The study was not completed in 2020 because of the pandemic and the study was removed from the 2021 budget. NDC explored a public bathroom Downtown, which is not moving forward, and safety issues.

Tourism and Hospitality

The four strategies for Tourism and Hospitality are to (1) develop a vision for Newberg as a tourist destination, (2) increase and maintain support for tourism organizations in Newberg, (3) increase tourist/visitor counts in Newberg, and (4) continue the Transient Lodging Tax (TLT) program.

On schedule, the City initiated a planned 5-year review of the Strategic Tourism Plan after an RFP was successfully filled in Fall 2021. Interviews of industry partners and stakeholders are currently underway.

Taste Newberg followed direction from Travel Oregon for a tourism recovery plan which included marketing, advertising, and safety messaging for local, then regional, then national and international travelers. This activity corresponded with a Seattle plan, specifically. An additional marketing campaign with inspirational messaging and brand building was developed to emphasize positive features of Newberg from a tourism lens. Print ads were designed for the 2022 Travel Oregon's annual visitor's guide and 1859 Oregon's Magazine and a 2021 ad was run in the News-Register Yamhill Valley Visitor Guide.

TN promoted the "12 Tastes of Christmas" Campaign with coverage on KPTV/Fox 12, KOIN, and various print and online sources, also in support of Small Business Saturday. TN also promoted Truffle Month and the Spring Blooms program, which included the Camellia Festival, "May in Wine Country," and Lavender Traill promotion

TN hosted several Familiarization Tours with travel influencers, including the Editor-in-Chief for Noire Voyage. Taste Newberg procured media mentions in Forbes, Naturally, USA Today, Wine Enthusiast, Thrillist, PDX Eater, and more.

The Yamhill County Tourism Partnership voted to disband due to decreased support from the Yamhill County BOC. Taste Newberg and Visit McMinnville will instead work collaboratively to promote tourism to the region. Occupancy rates at hotels remained down during the first half of the year and when travel increased, workforce shortages restricted the occupancy capacity for lodging partners.

Taste Newberg presented to the Young Professionals of Yamhill Valley, Newberg Historical Society, and Leadership Chehalem Valley (CVCC). Taste Newberg also completed and submitted an annual audit to City Council in October 2021.

Evaluation of Council Goals

1. Change operational culture to one focused on Customer Service and act to Resolve Ongoing Legal Disputes.

Several Business and Workforce Development strategies focus on greater efficiency between support organizations and, specifically, within the City of Newberg. The NEDS team recognizes that our business owners are customers of the City. NEDS priorities proactively address how to support starting or expanding a business in Newberg, how to navigate different departments within the City of Newberg, how to access resources at all levels of government, and how City Staff can improve rapport with the business community.

2. Further develop an operational culture that adopts and cherishes Diversity, Equity, and Inclusion as core values.

Workforce development initiatives focus on improving quality of life and vocational prospects for individuals, while improving the skill sets of our workforce, especially our underemployed workers. The workforce and affordable housing initiatives are similarly related to improving equitable access for marginalized community members. Staff continues to engage the Latinx community in support of equitable access to programs, services, and funding opportunities. With parking, sidewalks, and infrastructure improvements, we're also able to improve ADA accessibility standards.

3. Promote development of housing affordability such as houselessness, transitional housing, workforce housing.

The Workforce Housing forums, Vertical Housing Development Zone program, and Construction Excise Tax all support affordable, diverse housing options for our community. Additionally, the Urban Renewal Plan and citywide development strategies support infill opportunities.

4. Create and support an Urban Renewal Plan and Authority.

Development of an Urban Renewal Plan is a significant priority in the Downtown Newberg Improvement Plan and completion and initial implementation of the plan is expected to occur in 2022.

5. Collaborate with local partners and with entities like ICLEI in the development of Sustainability program.

Because NEDS includes infill strategies with the VHDZ, and URA, our community is able to leverage land resources locally. When development occurs through URA, the City of Newberg's Community Development, Public Works, and Planning teams are able to increase sustainability standards, including reclaimed stormwater, more efficient utilities, and ADA accessibility.

REQUEST FOR COUNCIL ACTION



Date Action Requested: (March 21, 2022)

Order <input type="checkbox"/>	Ordinance <input type="checkbox"/>	Resolution <input type="checkbox"/>	Motion <input type="checkbox"/>	Information
Subject: Short Term Rentals		Staff: CMPT Worthey for Mayor Rogers Department: File No.		
Work Session <input type="checkbox"/> Business Session		Order On Agenda:		

Recommendation:

This item is presented to facilitate a discussion. Staff desire to know the will of council on this issue.

Executive Summary:

During the Covid era there was a slowdown in the rate of Short Term Rental (STR) applications flowing into the city from peaks in the high 40s. At this time the trend is for increasing short term rental applications. Currently we are just north of 40 again with new ones coming in one every few weeks.

While STRs do bring in TLT revenue to the city some members of the community are concerned that STRs change the character of some communities.

Fiscal Impact:

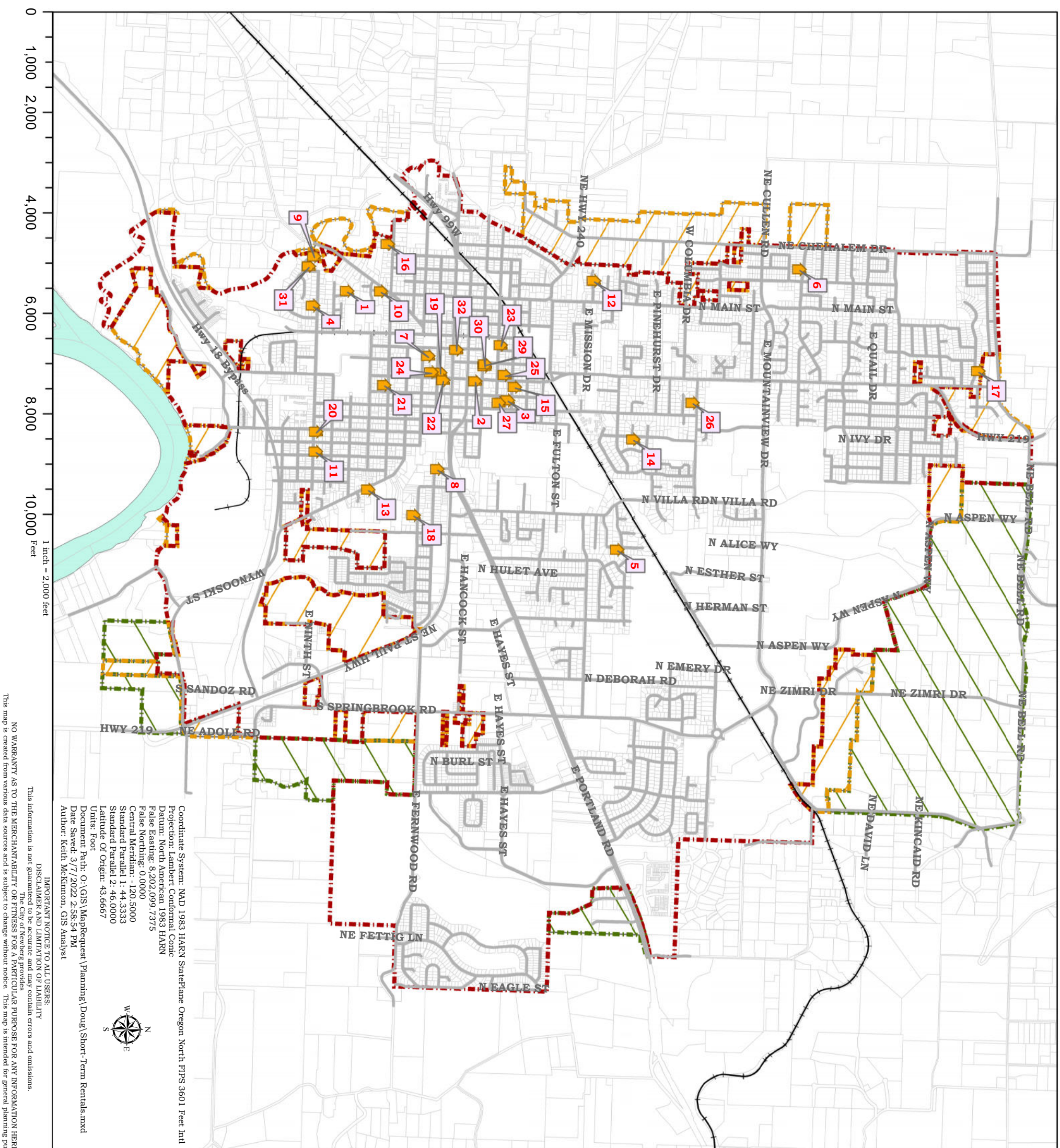
A slight reduction in TLT taxes to the city's coffers (currently > 2% of the total collected).

Strategic Assessment:

The business and tourism opportunities of STRs needs to be balanced against the potential for changes in the character of neighborhoods and a small reduction in potentially available housing stock. Staff desire to know the opinion of Council with respect to this balance.

Short-term Rentals

Number	Place	Address
1	Debbey Thomas	738 S GARFIELD ST
2	Deagle LLC	208 N COLLEGE ST
3	Deagle LLC	804 E FRANKLIN ST
4	DGSK Newberg LLC	116 E NINTH ST
5	Fennecreek (Beals)	1930 N CAROL AVE
6	Fox and the Vine Bill Parker	330 W OXFORD ST
7	Friends Cottage -	511 E THIRD ST
8	Hoover Park House	114 S PARKVIEW DR
9	Inviting Space - Laura Rauch	323 W LINDGREN DR
10	Kate's Choice	512 S DAYTON AVE
11	Little Red Cottage	1215 E NINTH ST
12	Miller, Krista	135 W LAUREN CT
13	Moore Farmhouse/Vacasa	520 S WYNOOSKI ST
14	New Application	1400 N HOSKINS ST
15	New Application	709 E FRANKLIN ST
16	New Application	412 W FIFTH ST
17	New Application	521 E TAYLOR DR
18	New Application	1538 E THIRD ST
19	Pulp & Circumstance	117 S COLLEGE ST
20	River Street House - House of River St (Sarah Barten)	820 S RIVER ST
21	The Cottage Attic 716 E 5th St	712 E FIFTH ST
22	The Downtowner Newberg	108 S COLLEGE ST
23	The Lion's Gate Inn - Lori Parrish	401 N HOWARD ST
24	The Painted Lady	205 S COLLEGE ST
25	The Pearl - Life Style Prop	409 N COLLEGE ST
26	Tiny House Living	804 E CRESTVIEW DR
27	University House 401 N Meridian	401 N MERIDIAN ST
28	Victorian Secrets	11725 NE LAUREN LN
29	View & Vine Newberg Bungalow	601 E SHERIDAN ST
30	View & Vine Newberg Cottage	605 E SHERIDAN ST
31	Wimsey Books	1014 W CHARLES ST
32	Yarnhill Flats - Life Style Prop	104 N HOWARD ST





NOTICE OF DEVELOPMENT CODE AMENDMENT DECISION

July 14, 2021

Subject: Short Term Rental Amendments to the Dundee Development Code, File: LURA 20-16.

The City Council passed Ordinance 572-2021, approving amendments to the short-term rental regulations in the Dundee Development Code. A copy of the ordinance is attached.

Any party who participated in the public hearing process by submitting oral or written testimony into the record may appeal to the Oregon Land Use Board of Appeals (LUBA) by first filing a "Notice of Intent to Appeal," and paying the filing fee, within 21 days after mailing of this Notice of Decision (OAR-661-010-0010(3)). For details on filing an appeal, contact the Oregon Land Use Board of Appeals at 503-373-1265 (775 Summer St. NE, #330, Salem, OR 97301).

If you have any questions about the amended language, please contact Jim Jacks, Interim City Planner, at 503 540-1619 or jjacks@mwvcog.org.

Sincerely,

Melody Osborne
Administrative Assistant

CC: File

CITY OF DUNDEE
ORDINANCE NO. 572-2021

An Ordinance amending the Dundee Development Code to update Section 17.203.240 and related sections for short term rentals

WHEREAS, the City of Dundee desires to update the short term rental section of Title 17 (Specifically Section 17.203.240 and related sections) to stay up to date with best practices;

WHEREAS, the City of Dundee performed public outreach during COVID in the form of a survey and telephone interviews with stakeholders;

WHEREAS, the Dundee Planning Commission held workshops, open to the public via zoom (due to COVID restriction in place at the time) on September 16, 2020 and November 18, 2020 to discuss potential code amendments to modify short term rentals. As a result of the workshop discussions and outreach, staff created Development Code amendments that will modify the shortterm rentals section of Title 17;

WHEREAS, the Dundee Planning Commission considered the amendments at their March 17, 2021 and April 21, 2021 meetings and the Planning Commission adopted an Order of Recommendation recommending that City Council adopt the proposed Development Code amendments;

WHEREAS, after proper notice, the Dundee City Council held a hearing on June 1, 2021 and continued the hearing to June 15, 2021, to consider the proposed Development Code amendments. The Council finds that the proposal meets the applicable criteria as outlined in Attachment A.

NOW, THEREFORE, THE CITY OF DUNDEE DOES ORDAIN AS FOLLOWS:

1. The Dundee Development Code is hereby amended as shown in Exhibit B.
2. The findings in support of these amendments, as shown in Exhibit A, are hereby adopted and by this reference incorporated.
3. This ordinance shall take effect on July 15, 2021, thirty days after its enactment.

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ADOPTED by the Dundee City Council this 15th day of June, 2021.

Approved:



David Russ, Mayor

Attest:



Rob Daykin, City Administrator/Recorder

Exhibit A: Findings (LURA 20-16 – Vacation Rental Updates)

Amendments are required to be consistent with all applicable local and state laws including the Dundee Comprehensive Plan and Statewide Planning Goals.

Dundee Comprehensive Plan

Recreation and Willamette River Greenway. Goal: To provide adequate park land and recreation facilities for area residents and visitors and preserve land within the Willamette River Greenway.

Finding: Short term rentals ("STR") provide a place to stay when recreating in the Wine Country. The changes to the existing regulations will make it easier to establish short term rentals, because it will create different categories of rentals. The amendments will also minimize nuisance issues for existing residents ensuring that renters will be good neighbors. The changes will not incentivize the development of vacant land in the Willamette River Greenway.

Economy. Goal: To maintain a level of economic development adequate to meet public need. Objective (2): To assure that commercial and industrial developments preserve and enhance the aesthetic character and livability of Dundee.

Finding: Short term rentals have been used since 2014 as a tool to bring economic development to the City. The revised regulations will help bolster new STR opportunities in several ways, including creating a two tier system of rentals. This will help assure that all the negative impacts of STRs are more tightly regulated. Examples of this include only allowing one STR in the community per person, placing a cap on the total number of STRs that can be in the City, adding regulations to spread them out, thus not creating one overconcentrated area of STRs, and adding regulations to address street parking. The additional regulations will help balance the need for STRs with the need to keep the community strong and vibrant.

Statewide Planning Goals

Goal 8: Recreational Needs (OAR 660-015-0000(8)) – To satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of necessary recreational facilities including destination resorts.

Finding: The proposed Development Code amendments will help strengthen the recreational needs of visitors to the Dundee area by providing them with a more consistent lodging experience, while helping to keep the community quiet and peaceful. The amendments add additional regulations to get faster resolve to local complains, by requiring a local representative to address complaints faster. Limits have been added to how many people can stay in the units overnight, and all parking must be located onsite, not in the street. The additional protections against nuisances will help visitors and residents enjoy the area more and help foster further visitors.

Goal 9: Economic Development (OAR 660-015-0000(9)) – To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens.

Finding: The proposed Development Code amendments build on the original regulations to keep up with short term rental industry trends and trends of neighboring towns. The multi-tier system will help casual users, like those who rent their house when they are on vacation, without the need for taxes or a process to go through. While those that rent more frequently will be required to treat the STR like a business, with land use requirements such as tracking (for taxes), required signage, complaint servicing, and ultimately the ability to have the permit suspended if nuisance issues are not addressed. As stated previously, the new regulations will help protect the community, which is one of the reasons renters rent in the area. Therefore, the proposed amendments would further economic development efforts at the local level.

Title 17 Development Code Criteria

17.405.030 Criteria for Map or Code Amendments

Development Code Amendment. Proposals for a development code amendment must comply with applicable comprehensive plan goals and policies, statewide planning goals, and Oregon Administrative Rules.

Finding: These are outlined above.

Exhibit B

Most of the text for the Vacation Rental Section, Section 17.203.240 has been revised; therefore this section is shown below without redline strikeout

17.203.240 Short Term rentals

All short-term rentals (STRs) shall conform to the following standards:

A. Applicability. No person shall occupy, use, operate or manage, nor offer or negotiate to use, lease or rent, a dwelling unit for short-term rental unless issued a STR permit or exempted under this Section. The standards of this section shall supersede the standards elsewhere in the Development Code, unless otherwise stated. This section applies to a dwelling unit in a residential or Agriculture (AG) zone built for permanent use. The person(s) renting the STR must rent the dwelling in its entirety for the purpose of overnight lodging to visitors for less than 28 days at any one time.

B. Purpose. The purpose of this section is to provide a process and standards for allowing STR units while mitigating possible impacts to neighbors. STRs are not considered home occupations.

C. Review Process. There are two types of short-term rentals. Infrequent and standard STRs are regulated below.

1. Infrequent STRs are properties that are available for rent fewer than 30 days total per calendar year. These are:
 - a. Processed as a Type I application.
 - b. Required to comply with the notice requirement listed in subsection (D)(1).
 - c. Required to comply with all the standards listed in subsection (J).
 - d. Limited to no more than four rental periods per calendar year (cumulatively no more than 30 days per calendar year). For purposes of this section, a rental period means a range of continuous days.
 - e. Exempt from the concentration limits for STRs in subsection (I) of this section.
2. Standard STRs shall be processed as a Type II application.
3. All STR applications must include (this supersedes the requirements of 17.402.040, except 17.402.040.B.2 and 7):
 - a. A site plan drawn to scale, which indicates the following: the actual shape and dimensions of the lot, sizes and locations of buildings and off-street parking spaces

(existing and proposed). In addition to the site plan, a floor plan(s) must be included which clearly indicates the intended use of all interior areas (e.g., bedrooms, kitchen, living room, storage, etc.) by guests and locations of smoke detectors, carbon monoxide detectors, and fire extinguisher(s).

- b. Bedroom and bathroom counts.
- c. Images of the following required safety features: Smoke detectors, carbon monoxide detectors, and fire extinguishers. The images should include the date the image was taken.
- d. A list of the applicant's rules and requirements for renters. If the STR is approved these will be requirements of the permit.
- e. A narrative explaining how the standards below, and the criteria from Section 17.402.050 are met (for infrequent STRs the criteria from Section 17.401.020.C pertain).

D. Notice. A Type II written notice consistent with Section 17.401.030 shall be provided to all neighbors within 200 feet of the property. The notice shall contain all of the following information:

- 1. The name, address, and telephone number of a local contact person responsible for maintenance and responding to emergencies, so that residents may report any problems with the STR as outlined in Section 17.203.240.K.
- 2. All other requirements of Section 17.401.030.B.3.

E. Criteria. For both Type I Infrequent Short Term Rentals and Type II Short Term Rentals the criteria are:

- 1. The proposed STR will not present any burden on neighbors to the property. Any mitigation added to address concerns, have been included as requirements of the permit. Mitigation may be required to the satisfaction of City Staff.
- 2. The applicant has applied for a business license.
- 3. All standards from Section 17.203.240.J have been met.

F. Business License and Transient Room Tax.

- 1. The owner of the STR shall obtain and annually renew a business license pursuant to Chapter 5.04 of the DMC with the City of Dundee (Type I and II), and shall comply with Chapter 3.04 DMC, Transient Room Tax (Type I and Type II).
- 2. The owner of the STR shall renew the business license and remit payment of the business license fee by April 1 of any year, otherwise the STR permit will be void.
- 3. An STR permit holder must generate at least \$500 in transient room taxes pursuant to Chapter 3.04 DMC over any continuous twelve month period, otherwise the STR permit will be void.

4. All business license renewals for STRs shall include:

- a. Evidence at the time of renewal that all Transient Room Taxes have been paid in full for the previous year.
- b. The owner or property owner must annually provide contact information to neighbors within 200 feet of the STR property, including an emergency contact other than the property owner. An affidavit shall be provided with the business license renewal application stating such mailing has been sent.
- c. The applicant shall provide a log of complaints to the City annually with the business license renewal. This shall include issues received /reported by the property owner or manager and all nuisance issues that were addressed by the police. The log must explain how each complaint was addressed.

G. Limits on Permit Transfer. All STR permit approvals will only be valid for the current property owner (not including transfers to trusts, LLC's, divorces or similar changes in names, but not ownership). Any sale of the property will automatically invalidate the STR permit.

H. Overnight Occupancy Limits. The maximum overnight occupancy for the STR shall be two persons per bedroom plus two additional persons, however in no case shall the overnight occupancy exceed 10 persons, regardless of the bedroom count.

I. Concentration limits. At no point shall the number of STR permits in the City exceed five percent (5%) of the total number of detached single-family homes in the city, calculated at the time the permit is issued. Infrequent STRs are exempt and do not contribute to the City wide total. Any STR renewal is not required to demonstrate that they are within the 5% limit. Should the City reach the 5% limit, no new STR permits shall be issued until a sufficient number of previous STR permits do not renew or the number of residential units in the City grows to the point where there is less than 5%.

J. Standards.

1. Parking. At least two (2) off street parking spaces (located on the property) must be provided. In addition, one (1) STR parking space may be on-street. All overnight and visiting guests must park in designated parking areas (as shown on the site plan). No unauthorized on-street parking is permitted.
2. Trash and Recycling Facilities. The owner shall provide for and maintain regular trash collection. Available bins must have adequate capacity for the renters, and no uncontained garbage is allowed on the site.
3. Pets. Pets shall comply with DMC Title 6.
4. Noise Limits. All activities associated with the STR shall comply with the noise standards in Chapter 8.28 DMC. Any violations are to be considered nuisance violations.
5. RVs and Other Temporary Shelters. The premises of the STR may not include any occupied recreational vehicle, trailer, tent, or other temporary shelter during the rental occupancy. Tents, including event tents, are not permitted.

6. Nuisances. All activities associated with the STR shall not cause a nuisance as defined in Chapter 8.16 PMC.
7. Posting of Information. The applicant shall keep posted a list of information about the STR adjacent to the front door inside the dwelling. At a minimum, the posting shall include the following information:
 - a. The name and contact information for a local contact person responsible for maintenance and responding to emergencies and/or complaints.
 - b. The current annual STR business license.
 - c. Any requirements for the STR to ensure it complies with this code.
 - d. The location of any safety equipment including fire extinguishers.
 - e. The maximum number of occupants that was approved by the City.
 - f. A list of the applicant's requirements for renters of the property (enforceable as part of this permit issuance).
8. Guest Register. The owner or property manager shall maintain a guest register listing each tenant of the STR along with the number of dwelling occupancy days consistent with DMC 32.04.150.
9. No Type II STR shall be located adjacent (contiguous to the property on the same side of the street) to any permitted Type II STR unit. The Planning Commission may approve contiguous Type II STR permits as a Conditional Use Permit with criteria as outlined in Subsection (H).
10. STRs are allowed in any dwelling unit in a residential zone or the Agriculture (A) zone except multifamily dwellings and Accessory Dwelling Units. An owner shall not rent out a main house while they live in an Accessory Dwelling Unit.
11. For all Type II STRs, the property owner shall designate a local representative that is physically located within the Dundee Urban Growth Boundary (UGB) or within ten (10) vehicular miles of the UGB. Said representative can be a property owner or a licensed property management company with a physically staffed office within ten (10) vehicular miles of the UGB. The owner may be the designated representative if the owner resides within these stated limits.

The local representative must be authorized by the owner of the dwelling to respond to the tenant and neighborhood questions or immediate concerns. The local representative shall serve as the initial contact person if there are questions or complaints regarding the operation of the STR, including immediate complaints. The local representative must respond to complaints in a timely manner to ensure the dwelling complies with the standards for STRs and other city ordinances pertaining to, but not limited to, noise, disturbances, nuisances, as well as state laws pertaining to the consumption of alcohol, or the use of illegal drugs, or other illegal activities.

12. No person or principal shall possess more than one STR permit pursuant to this chapter.
13. Smoke detectors are required in all sleeping areas, the hallway serving them, and every floor. Carbon monoxide detectors shall be located in each bedroom or within 15 feet of each bedroom door. Bedrooms on separate floor levels in a structure shall have separate carbon monoxide alarms serving each story. A fire extinguisher having a minimum rating of 2:A 10:BC must be mounted 3 to 4 feet above the floor in the kitchen area approximately 5 to 10 feet from the cooking stove.

K. Complaints and Permit Revocation.

1. Immediate complaints. Immediate complaints are those made directly to the STR representative and/or the Fire or Police Department. These are not intended to be reported to City Hall. The process identified in this section is separate from the process identified in Section K.2 below. Any complaint made to both the STR representative and the City will follow both processes identified in K.1 and K.2.
 - a. All immediate complaints shall go to the property owner or property manager. The property owner or property manager is required to address any immediate complaints while the offending renter is still onsite. Any emergencies should be reported to police and/or the fire department first.
 - b. Any unresolved complaints that are not addressed by the property owner or property manager shall be addressed by the local police department as a nuisance complaint.
 - c. The applicant shall provide a log of complaints to the City annually with the business license renewal. This shall include issues addressed by the property owner or manager and all nuisance issues that were addressed by the police.
 - d. Where complaints are persistent and recurring such that they have a detrimental effect to the quiet enjoyment of the adjoining residents, as determined by the City Administrator, the City Administrator may schedule a hearing before the Planning Commission to consider adding additional conditions for mitigation or revoking the shortterm rental permit. The owner may appeal the Planning Commission decision to the City Council.
2. Standards Violations. Any complaints about a violation of the standards listed in Section 17.203.240.J shall be reported to the city. The city shall notify the property owner in writing of any corrective action necessary to correct the violation, and the owner shall have 30 days to correct the identified issue. If the city receives three or more complaints about violations of the standards listed in Section 17.203.204.G within a 12-month period, the city administrator shall schedule a hearing before the Planning Commission to consider adding additional conditions for mitigation or revoking the short term rental permit. The owner may appeal the planning commission decision to the city council. Any revocation of an STR permit shall last at least 1 year before an applicant can re-apply for an STR. Any new application to reinstate the STR shall be treated as an all new application. [Ord. 563-2018 § 1 (Exh. A); Ord. 537-2014 § 1].

Other code sections effected by these revisions (edits shown in redline strikeout)

Table 17.202.020 Zoning Table

Table 17.202.020; Zoning Table	P: Permitted Use; CU: Conditional Use; S: Special Use Requirements Apply; N: Not Permitted										
Uses	Residential			Commercial			Public and Ag			Special Use Requirements	
	R-1	R-2	R-3	C	CB D	LI	P	PO	A	EFU	
Vacation Infrequent or standard Short Term Rental	P	P	P	PN	<i>m</i>	N	N	N	N P	N	PMC <u>17.203.240</u>

17.203.260 Accessory dwelling unit (ADU), Subsection C. Standards

7. An accessory dwelling unit may not be used as a vacation-rental Short Term Rental.

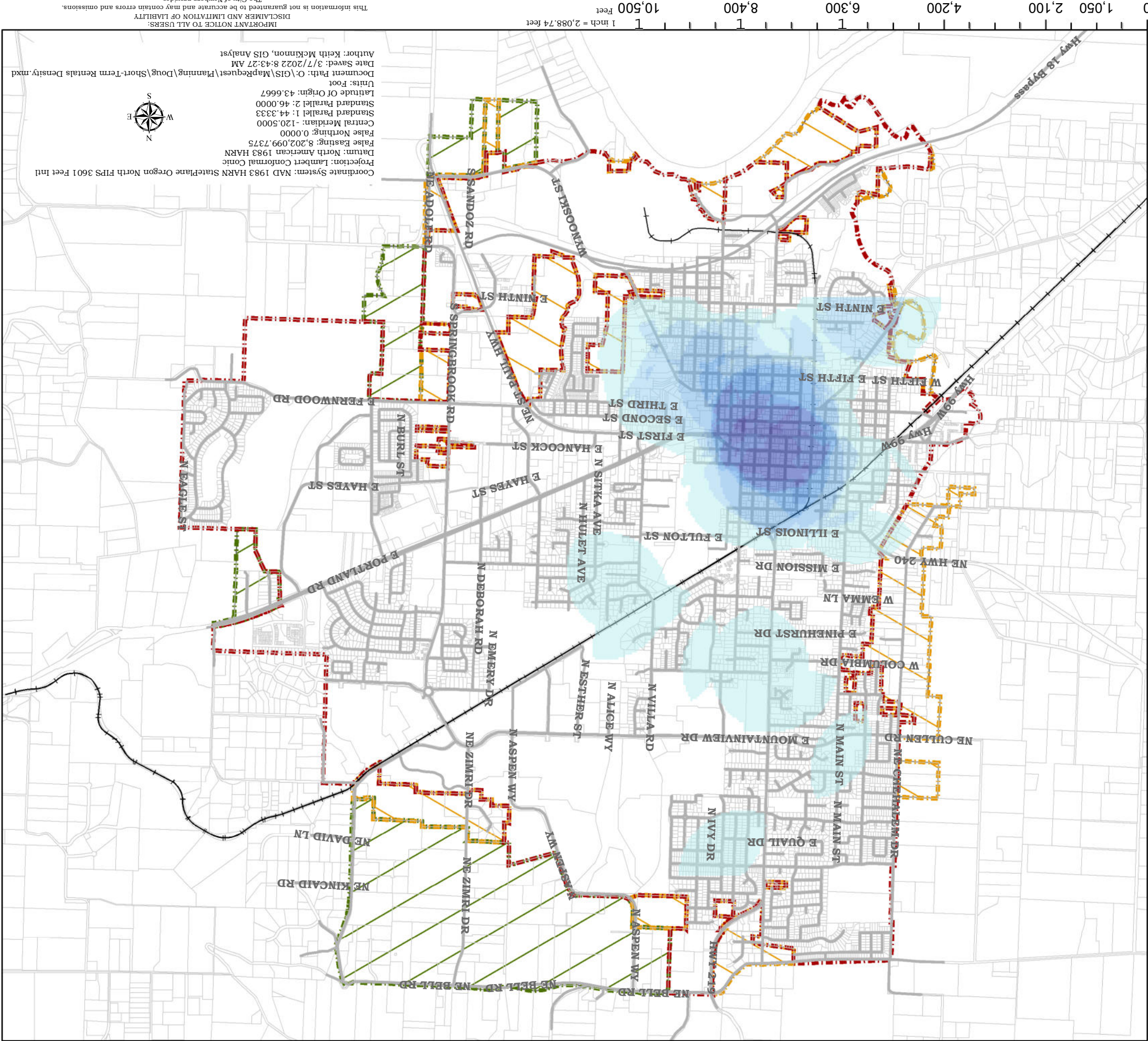
17.401.010 Purpose and applicability

Table 17.401.010 Summary of Approvals by Type of Review Procedure		
Approvals	Review Procedures	Applicable Regulations
Infrequent Short Term Rentals	Type I	PMC <u>17.203.240</u>
Short Term Rentals	Type II	PMC <u>17.203.240</u>

17.501 Definitions

~~"Vacation rental"~~ "Short Term Rental" means a dwelling unit, other than multifamily dwellings or accessory dwellings, in a residential or an Agriculture (A) zone ~~built for permanent use~~ that is rented out in its entirety for the purpose of overnight lodging to visitors for less than 28 consecutive days-at anyone-time. Vacation-rental Short Term Rental does not include a dwelling in which individual rooms are rented out separately; this type of use would fall under "bed and breakfast establishment." Any rental of dwelling units not located in residential zones or Agriculture (A) zone for less than 28 continuous days is considered a hotel or motel use.

"Principal" means a principal or governing member of any business entity, including but not limited to, LLC member/manager, president, vice president, secretary, treasurer, CEO, director, partner, general partner, or limited partner.



Short-term Rentals

Short Term Rental Density

NO WARRANTY AS TO THE MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE FOR ANY INFORMATION HEREIN.
The City of Newberg provides
this information is not guaranteed to be accurate and may contain errors and omissions.
DISCLAIMER AND LIMITATION OF LIABILITY
IMPORTANT NOTICE TO ALL USERS.

Sue Ryan

From: George Fox President <president@georgefox.edu>
Sent: Thursday, March 10, 2022 5:52 PM
To: Rick Rogers; Elise Yarnell Hollamon; Mike McBride; Denise Bacon; Julia Martinez Plancarte; Stephanie Findley
Cc: Sue Ryan; Doug Rux
Subject: Concerns about short-term rentals in Newberg

This email originated from outside the City of Newberg's organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

March 10, 2022

Newberg Mayor and City Councilors of Newberg
414 E. First Street
Newberg, Oregon 97132

Dear Mayor Rogers and City Councilors:

Twice in the past few months, I - on behalf of my neighbors and the university - have voiced my concerns to the Planning Commission as homes in the downtown area near the university have been purchased and converted into short-term rentals. I certainly understand that the city wants to protect the rights of homeowners, but I would suggest that we have to balance home-owner interest with the broader needs of our community. Here are my concerns:

Reduces Supply of Affordable Housing

First, the homes purchased are among the most affordable homes in the area near the University. If these are permitted to be essentially turned into local hotels, it takes homes off line for possible family purchase and further decreases the supply of houses in our area. I believe that the significant rise in home prices, pricing numerous families out of our market, is due to a lack of available housing. When the city allows outside investors to take homes off the market by turning them into short-term rentals it exacerbates this problem.

Reduces Community Engagement

Second, the city staff has interpreted the requests for turning homes into short-term rentals as consistent with current residential use. While I understand their argument, I would suggest that VRBOs are inconsistent with residential use. The inherent practice of the short-term rental is more consistent with a hotel than a family or individual living in the home. The person or family stays short term and their primary purpose is often recreational. Given their short-term focus, individual users have little interest in investing in the community, participating in community service activity, getting to know neighbors, or other activities that are consistent with behavior of families and individuals actually living in a residential house.

Further, the city will have approved turning three homes into short-term rentals immediately surrounding our home at 701 E. Franklin Street. If the city continues to approve such requests, I believe the result will be the erosion of the downtown corridor. Efforts of citizens to use their homes as revenue opportunities should not come at the expense of the local community.

My arguments to you are enhanced at this point by the fact that Dundee has begun to enact policies limiting the effect of VRBOs or short-term rentals on their community (I believe your staff have access to their policies). It would be my request that Newberg consider similar changes.

Sincerely,

Robin Baker

President, George Fox University and resident of 701 E. Franklin Street, Newberg



City Council Business Session

March 21, 2022 - 7:00 PM

Hybrid meeting

newberg public safety building 401 e. third street

mar. 21 city council

please click this url to join. <https://us06web.zoom.us/j/86351196420>

or join by phone:

1 253 215 8782 or 1 346 248 7799 or 1 669 900 6833

webinar id: 863 5119 6420

1. CALL TO ORDER

- 1.A Agenda en Español
[Spanish Council Biz Sxn Agenda 2022-0321.docx](#)

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS

- 4.A 2022 Newberg High School Wrestling Day Proclamation

[2022 Newberg High Wrestling Day Proclamation.docx](#)
[En Español - 2022 Newberg High Wrestling Day Proclamation .docx](#)

5. CITY MANAGER'S REPORT

- 5.A CM report January statistics
[Month CM statistics for January.pptx](#)

6. PUBLIC COMMENTS

7. CONSENT CALENDAR

- 7.A Resolution 2022-3816, Appointment of Emergency Preparedness Coordinator
[Resolution 2022-3816 Fulfillment of Emergency Preparedness Risk Coordinator position](#)

8. CONTINUED BUSINESS

- 8.A Order 2022-0041 continuation
[Order 2022-041 Amending Public Safety Fee.pdf](#)
[PSF Revised Presentation to Council .pptx](#)
- 8.B 2022 - A discussion on Elliott Road fact finding
[2022 - A discussion on Elliott Road fact finding.docx](#)

9. PUBLIC HEARINGS

- 9.A Ordinance 2022-2895, An Ordinance adopting a new legal description of the Newberg City limits
[RCA ORD 2022-2895.docx](#)
[Exhibit A - Newberg Limits 2021_Annexed_FINAL_220214_SIGNED.pdf](#)
[Exhibit B - 3146_city_limits_220214_signed.pdf](#)
- 9.B Resolution 2022-3788 Master Fee Schedule
[Res3788 Master Fee Schedule public hearing.pdf](#)

10. NEW BUSINESS

- 10.A Resolution 2022-3805, A Resolution adjusting the new Council District boundaries applicable to the positions of Council Members in the City of Newberg based on annexations.
[RCA Reso 2022-3805 w Exhibit - Attachments.pdf](#)
- 10.B Five Year Capital Improvement Program
[RCA CIP Presentation.docx](#)
[CIP 2022-27 NEW FORMAT.docx](#)
[2022 CIP Presentation.pptx](#)

11. COUNCIL BUSINESS

12. ADJOURNMENT

ADA STATEMENT

Contact the City Recorder's Office for physical or language accommodations at least 2 business days before the meeting. Call (503) 537-1283 or email cityrecorder@newbergoregon.gov. For TTY services please dial 711.



Sesión de Determinación del Consejo Municipal

marzo 21 de 2022 - 7:00 PM

Sesión híbrida

Edificio de Seguridad Pública de Newberg 401 E Third Street

o haga clic en el enlace para unirse: <https://us06web.zoom.us/j/86351196420>

o por teléfono:

1 253 215 8782 o 1 346 248 7799 o 1 669 900 6833

webinar id: 863 5119 6420

1. LLAMAR AL ORDEN
2. PASAR LISTA DE ASISTENCIA
3. PROMESA DE LEALTAD A LOS ESTADOS UNIDOS DE AMERICA
4. PRESENTACIONES
 - 4.A Proclamación de Día de la Lucha en Newberg High School
[2022 Newberg High Wrestling Day Proclamation.docx](#)
[En Español - 2022 Newberg High Wrestling Day Proclamation .docx](#)
5. INFORME DEL ADMINISTRADOR DE LA CIUDAD
 - 5.A Informe del CM Estadísticas de enero
[Month CM statistics for January.pptx](#)
6. COMENTARIOS PÚBLICOS
7. CONTINUADOS TEMAS
 - 7.A Orden 2022-0041 continuación
[Order 2022-041 Amending Public Safety Fee.pdf](#)
[PSF Revised Presentation to Council .pptx](#)
 - 7.B 2022 - Una discusión sobre la investigación de hechos de Elliott Road
[2022 - A discussion on Elliott Road fact finding.docx](#)
8. AUDIENCIAS PÚBLICAS

- 8.A Ordenanza 2022-2895, Una ordenanza que adopta una nueva descripción legal de los límites de la ciudad de Newberg
[RCA ORD 2022-2895.docx](#)
[Exhibit A - Newberg Limits 2021_Annexed_FINAL_220214_SIGNED.pdf](#)
[Exhibit B - 3146_city_limits_220214_signed.pdf](#)
- 8.B Resolución 2022-3788, Lista de tarifas maestro
[Res3788 Master Fee Schedule public hearing.pdf](#)
- 9. NUEVOS ASUNTOS
- 9.A Resolución 2022-3805, Una Resolución que ajusta los nuevos límites del Distrito del Concejo aplicables a las posiciones de los Concejales en la Ciudad de Newberg en base a las anexiones.
[RCA Reso 2022-3805 w Exhibit - Attachments.pdf](#)
- 9.B Programa de Mejora Capital de Cinco Años
[RCA CIP Presentation.docx](#)
[CIP 2022-27 NEW FORMAT.docx](#)
[2022 CIP Presentation.pptx](#)
- 10. ASUNTOS DEL CONSEJO
- 11. TERMINAR LA SESIÓN

DECLARACIÓN BAJO LA LEY ESTADOUNIDENSE DE DISCAPACIDADES

Contacta la oficina de la secretaría de la ciudad al menos 2 días hábiles antes de la sesión para obtener adaptaciones físicas o lingüísticas. Llame al (503) 537-1283 o envíe un correo electrónico a cityrecorder@newbergoregon.gov. Para servicios de TTY, marque 711.

PROCLAMATION



A PROCLAMATION DECLARING MARCH 21, 2022, AS NEWBERG HIGH SCHOOL WRESTLING DAY IN RECOGNITION OF THEIR ACHIEVEMENTS

WHEREAS, the Newberg High School Tigers wrestling team has established a culture of winning and excellence,

WHEREAS, the Tigers have now won three consecutive state titles as of February 26th, 2022, with a dominant team performance in Sandy, Oregon; and

WHEREAS, the team finished the weekend with a commanding 418 points, 197.5 points ahead of the second place team, and 17 wrestlers on the podium, with six earning individual titles; and

WHEREAS, leading the charge were Isaac Hampton at 113 pounds; Zach Keinonen at 126 pounds; Ayden Garver at 145 pounds (his fourth state title); Charlie Evans at 152 pounds; Price Pothier at 160 pounds and Hudson Davis at 195 pounds.

WHEREAS, in addition, Ethan Ritchie took second in the 120-pound weight class, as did Nicky Olmstead (132 pounds), Trae Frederick (145 pounds), Kyle Kelley (182 pounds) and Hayden Hampton (220 pounds). Gavin Korkeakowski and Brandon Smith placed third, Jacob Smith fourth and Dillon Le, Gus Amerson and Patrick Negra fifth; and

WHEREAS, the City of Newberg would like to recognize the achievements of these student athletes for their superior accomplishments; and

NOW, THEREFORE, IT IS PROCLAIMED by the Mayor of the City of Newberg, Oregon, that March 21 2022, as

NEWBERG HIGH SCHOOL WRESTLING DAY

in the City of Newberg and we urge all residents of Newberg to recognize, support and commend these students for their relentless commitment to greatness.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the Seal of the City of Newberg to be affixed on this 21 day of March, 2022.

Rick Rogers, Mayor

PROCLAMACIÓN



UNA PROCLAMACIÓN QUE DECLARA EL 21 DE MARZO DE 2022 COMO EL DÍA DE LA LUCHA EN LA ESCUELA SECUNDARIA DE NEWBERG EN RECONOCIMIENTO A SUS LOGROS

POR CUANTO, el equipo de lucha libre de Newberg High School Tigers ha establecido una cultura de victoria y excelencia; y

POR CUANTO, los Tigres ahora han ganado tres títulos estatales consecutivos al 26 de febrero de 2022, con resultados dominantes del equipo en Sandy, Oregón; y

POR CUANTO, el equipo terminó el fin de semana con 418 puntos, 197.5 puntos por delante del equipo en segundo lugar y tuvieron 17 luchadores en el podio, con seis ganando títulos individuales; y

POR CUANTO, al frente de la carga estaban Isaac Hampton con 113 libras; Zach Keinonen con 126 libras; Ayden Garver en 145 libras (su cuarto título estatal); Charlie Evans con 152 libras; Price Pothier a 160 libras y Hudson Davis a 195 libras.

POR CUANTO, además, Ethan Ritchie ocupó el segundo lugar en la categoría de peso de 120 libras, al igual que Nicky Olmstead (132 libras), Trae Frederick (145 libras), Kyle Kelley (182 libras) y Hayden Hampton (220 libras). Gavin Korkeakowski y Brandon Smith quedaron en tercer lugar, Jacob Smith en cuarto lugar y Dillon Le, Gus Amerson y Patrick Negra en quinto lugar; y

POR CUANTO, la ciudad de Newberg quisiera reconocer los exitos de estos estudiantes atletas por sus logros superiores; y

AHORA, POR LO TANTO, SE PROCLAMA por el Alcalde de la Ciudad de Newberg, Oregón, que el 21 de marzo de 2022, como

DÍA DEL EQUIPO DE LUCHA DE LA ESCUELA SECUNDARIA DE NEWBERG

en la ciudad de Newberg e instamos a todos los residentes de Newberg a reconocer, apoyar y felicitar a estos estudiantes por su incansable compromiso con la grandeza.

EN FE DE LO CUAL, firmo la presente y hago que se coloque el Sello de la Ciudad de Newberg en este 21 día de marzo de 2022.

Rick Rogers, alcalde

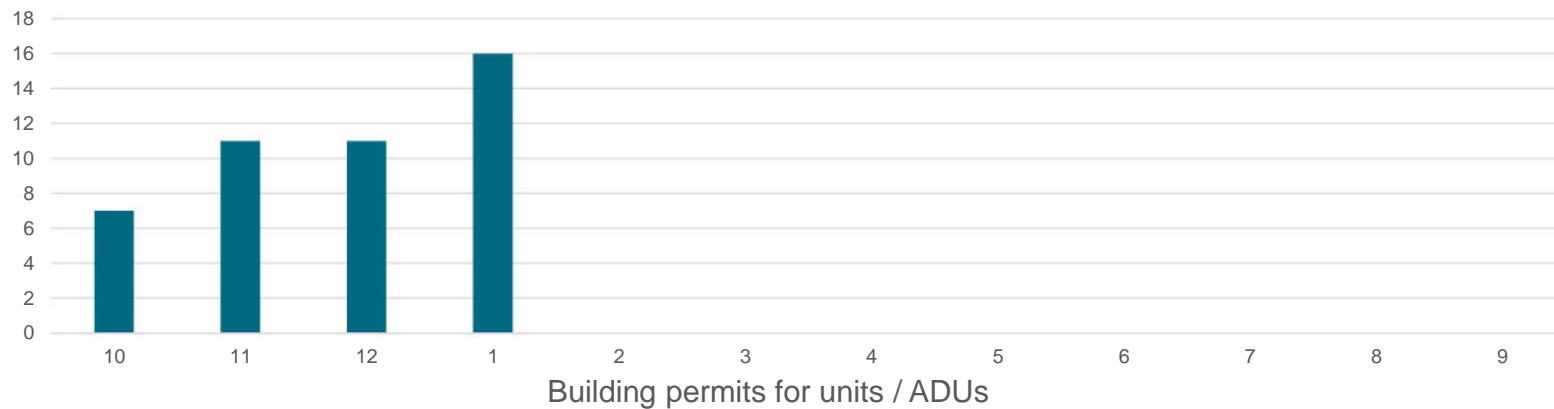
Newberg CM report

Monthly Statistics from January 2022

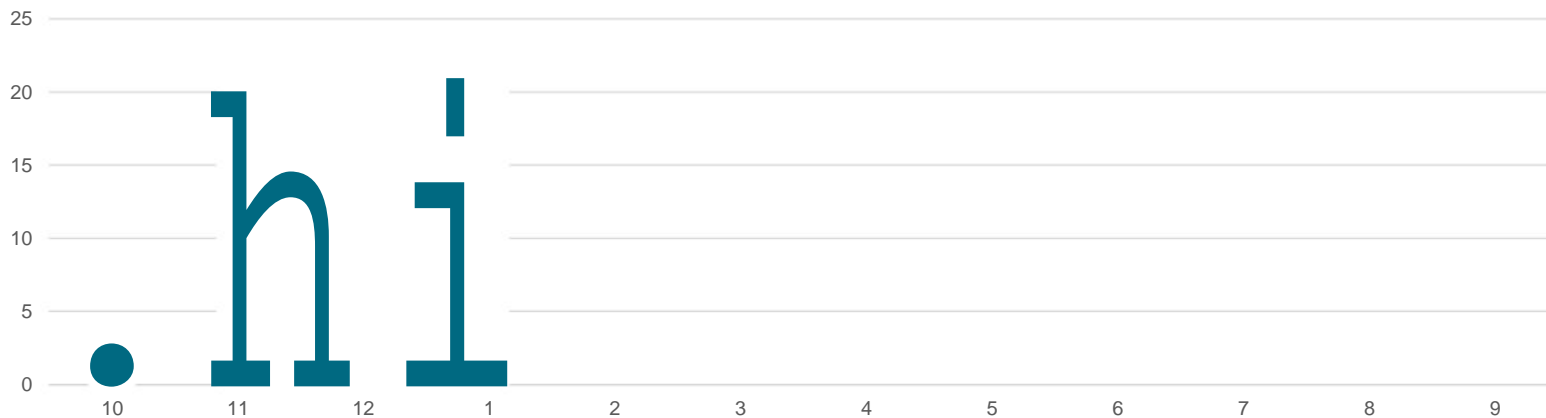


Combined
planning
decisions of all
sorts: 16

Planning decisions*



Building permits
for units / ADUs:
20





Building
permits other
types: 220



Building
inspections:
518

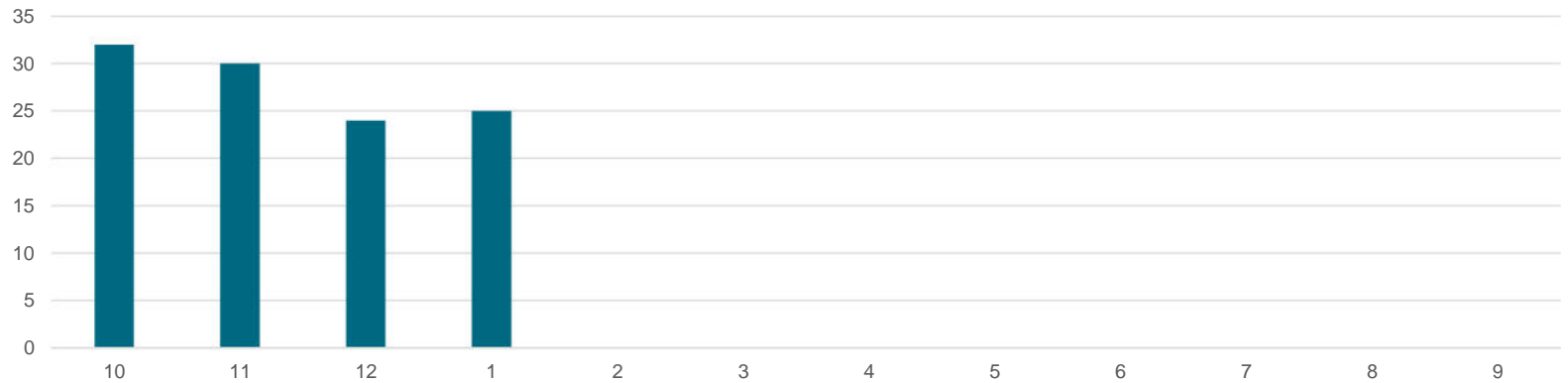




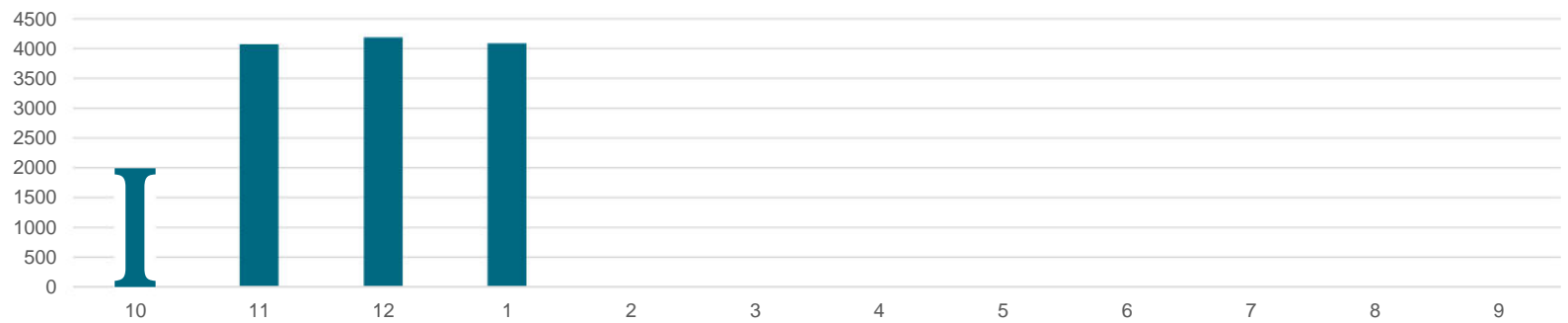
Submission
forms through
website: 25

Social media
engagement:
4087

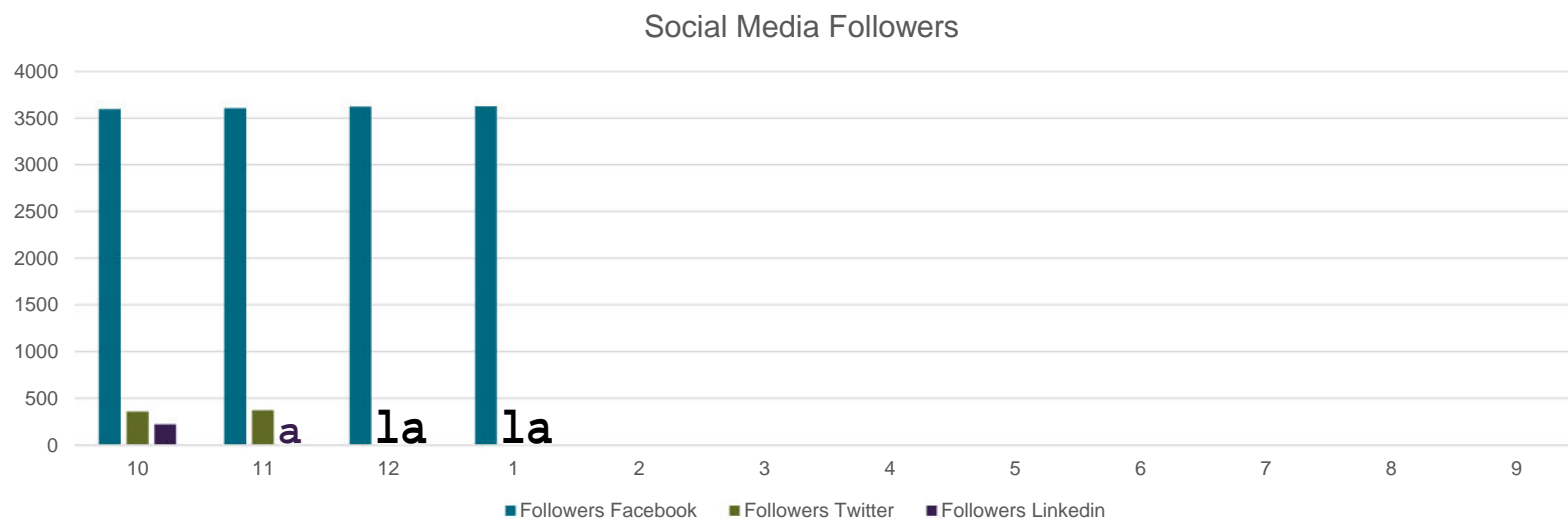
Web site form postings



Social media engagement

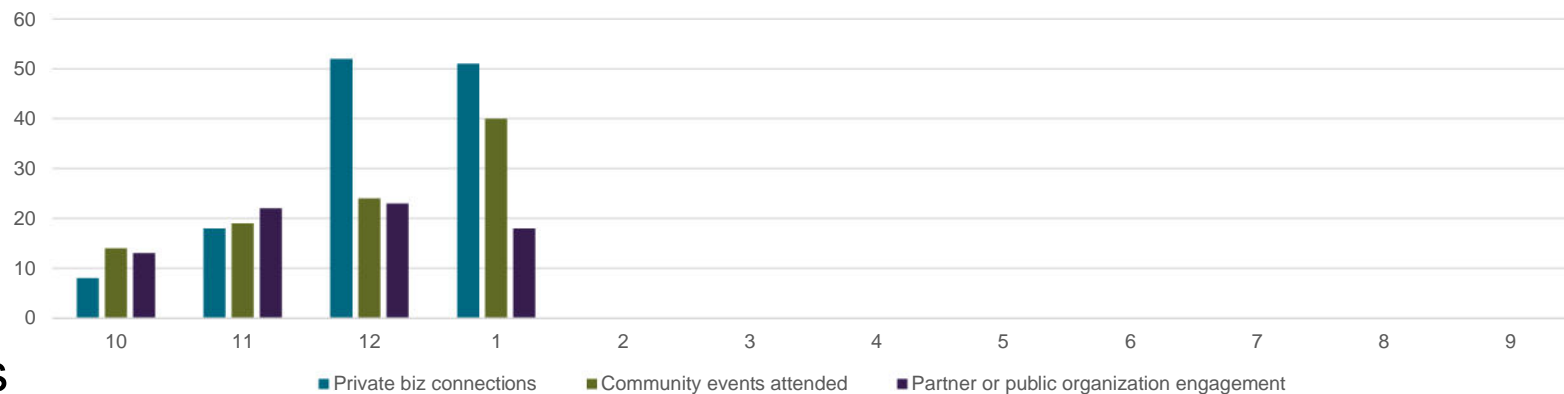


Social media
followers:
3626 – Facebook
378 – Twitter
223 – LinkedIn

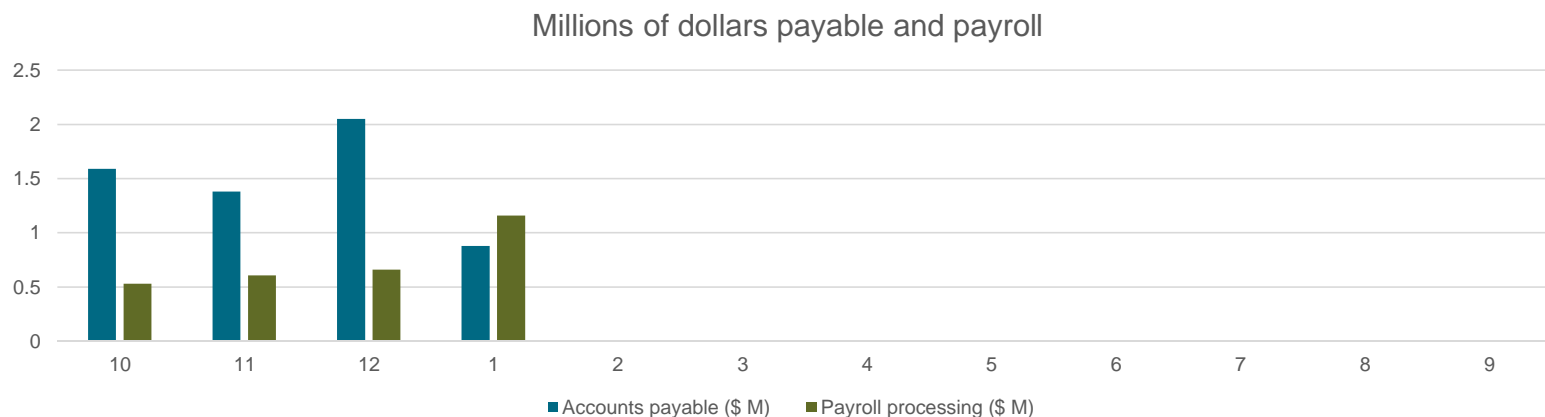


51 private
businesses
40 community
events
18 partner or
public organizations

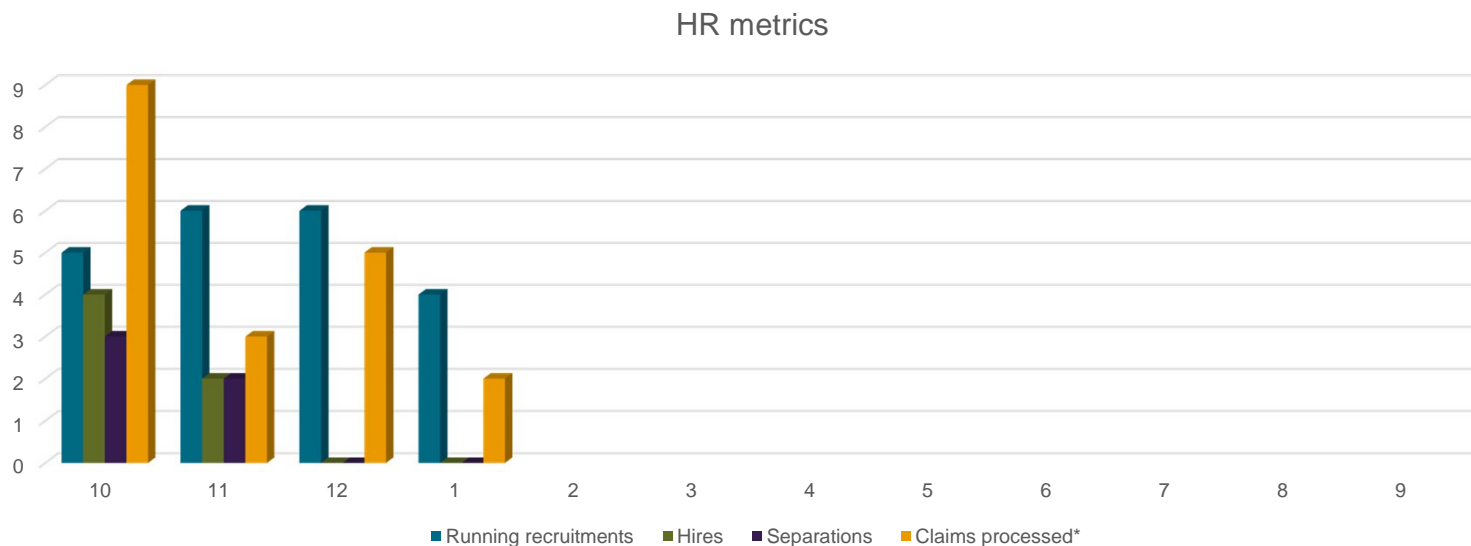
Connections and outreach



\$0.88 M of
payments to
accounts payable
\$1.16 M of payroll*



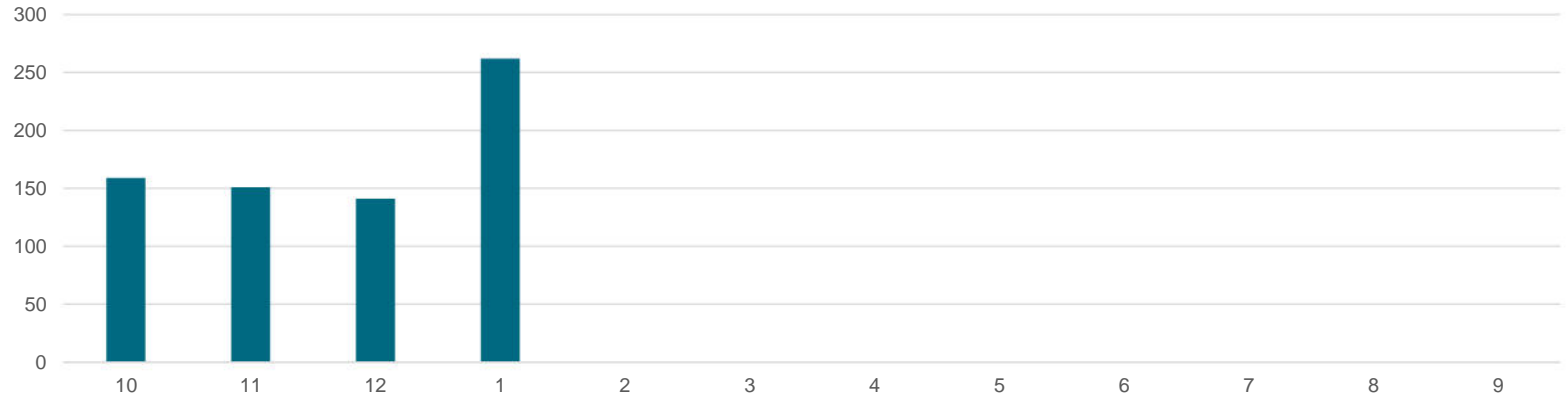
Recruitments
Advertised: 4
October Hires: 0
Separations: 0
FMLA / ADA /
OFLA / Workers
Comp Claims: 2



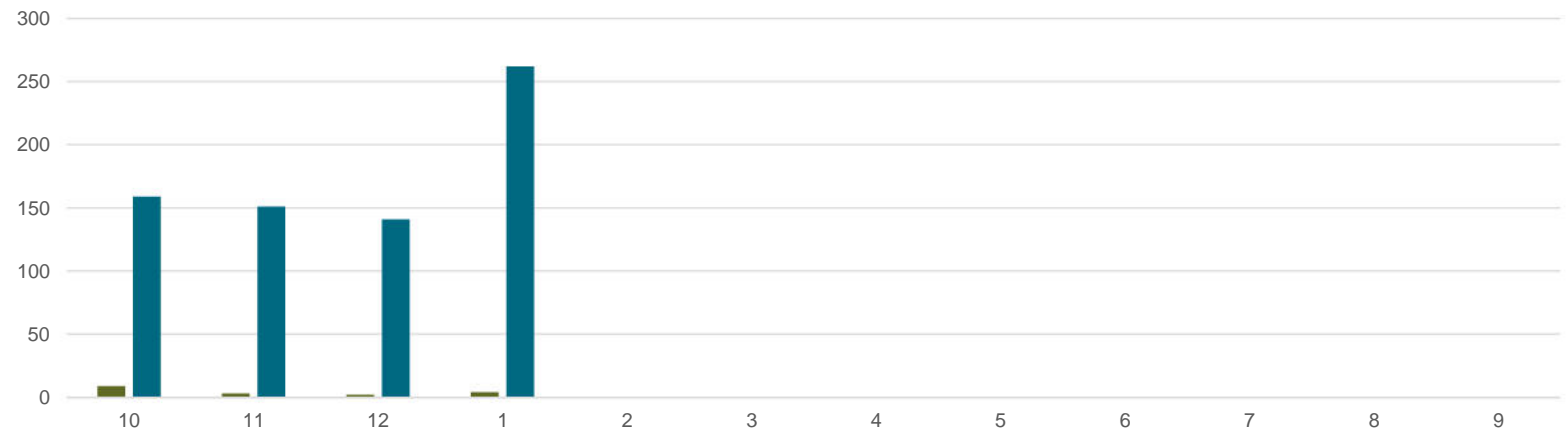
* ARPA stimulus checks hit this month.

IT resolved 262 service tickets for the city and responded to 4 after hours on-call events.

Service tickets completed

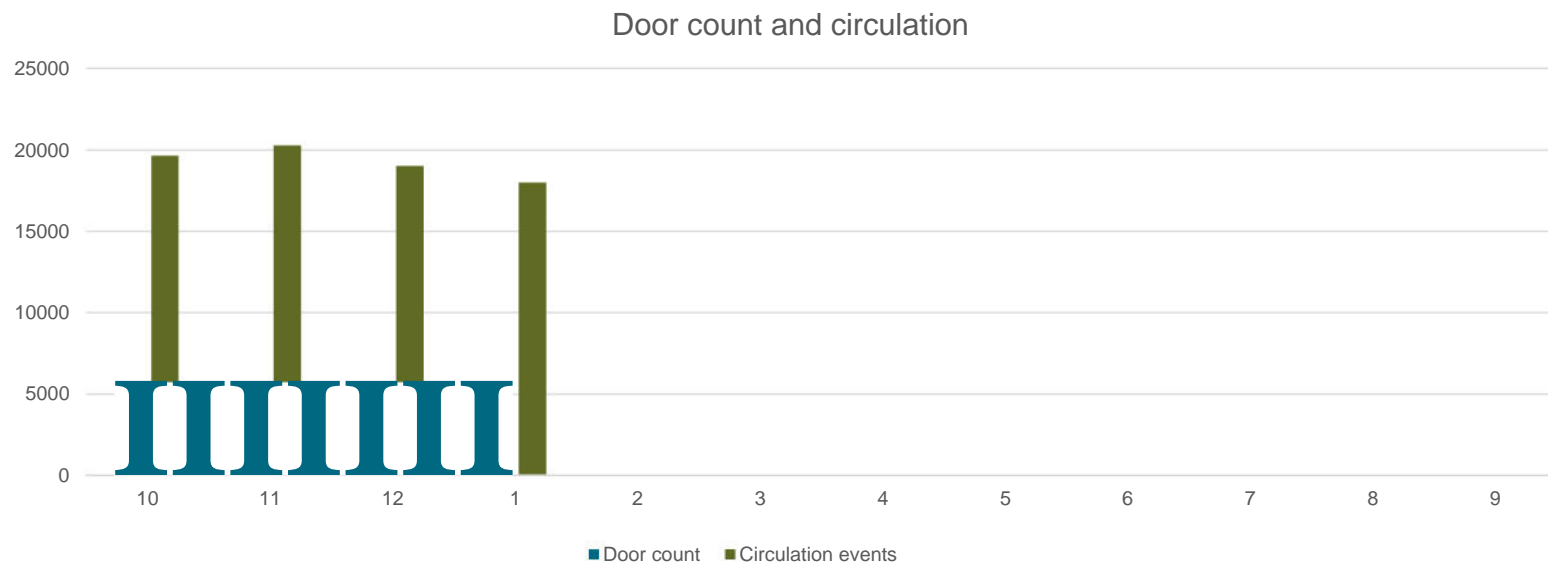


Service tickets completed



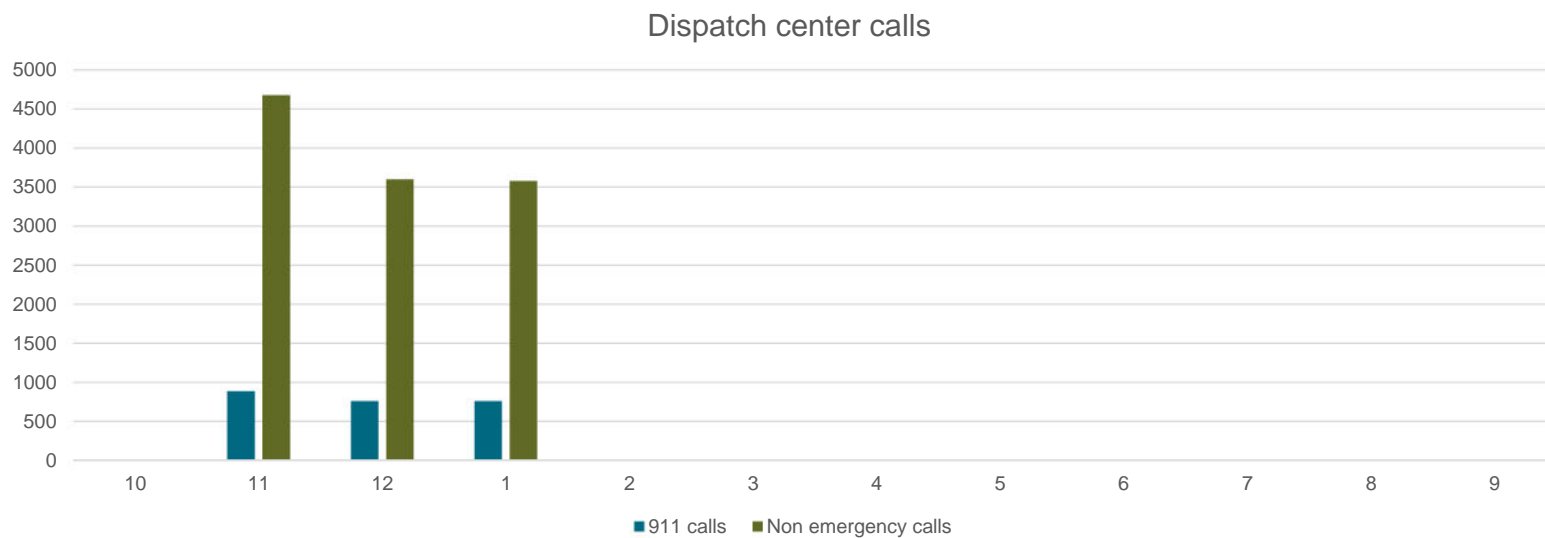
Door count 3,670

Circulation
events 18,008



Dispatch:
911 calls 760

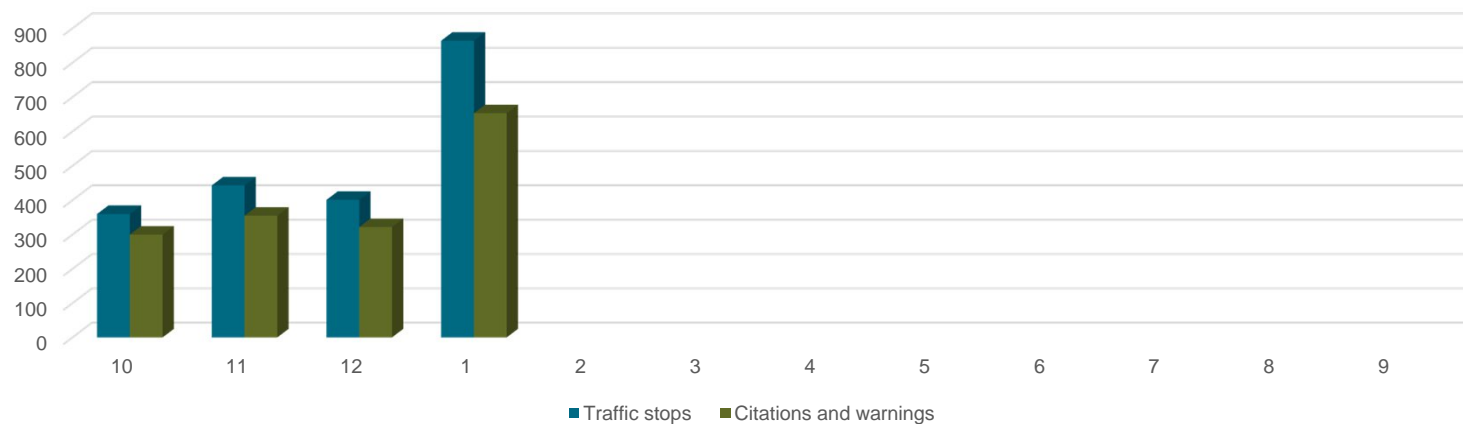
Non emergency
Calls 3579



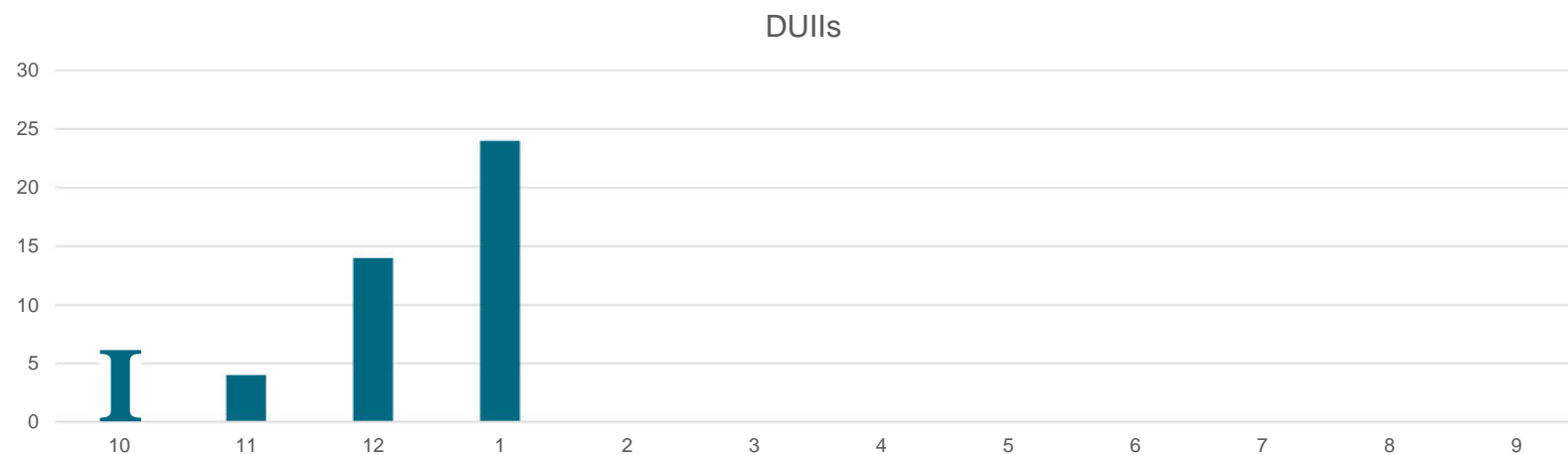
2393 – Calls for Service



864 – Traffic Stops
653 – Citations & Warnings



24 – DUI's



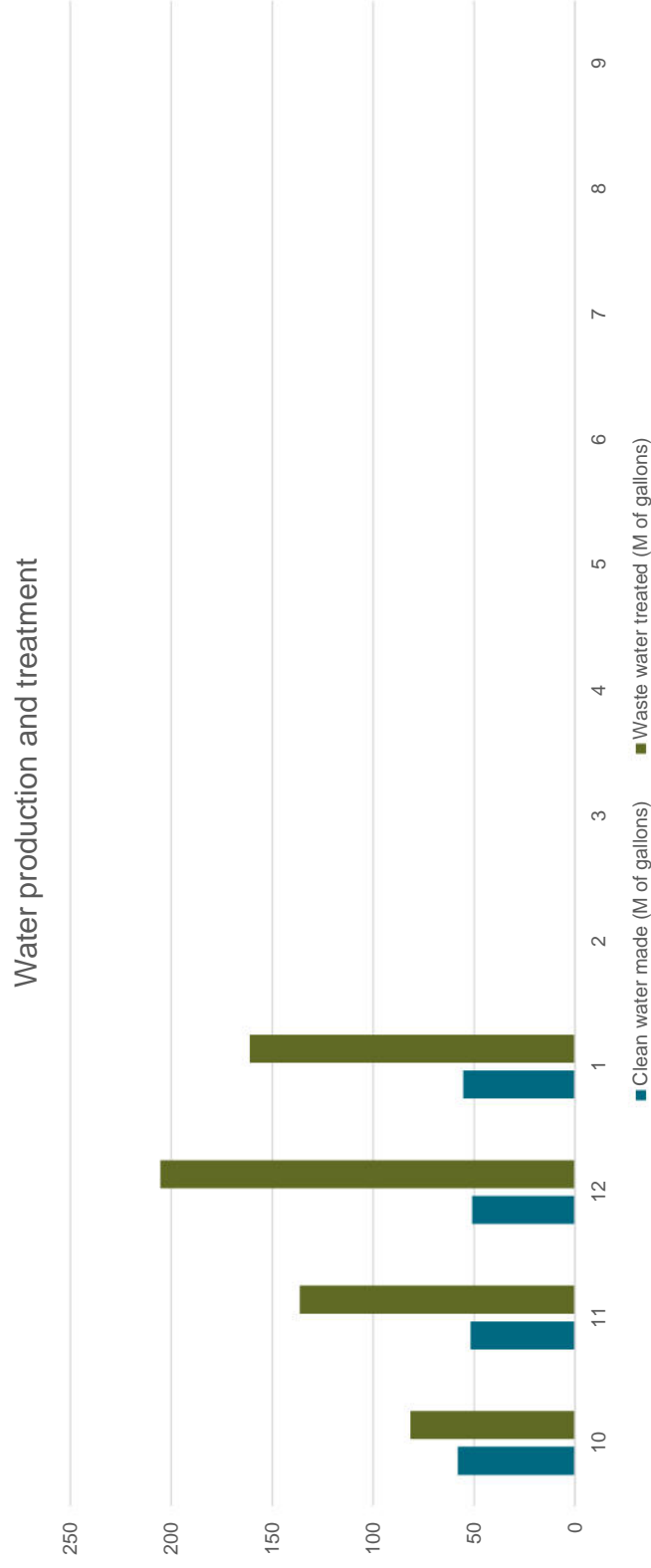
1406 work
orders
completed





Water production was 55.5 million gallons.

161.2 million gallons (MG) treated in October



So that's it for this month!

As the months go by our trend lines become more complete.

Notably January statistics were impacted by poor weather and the inevitable spike in activity caused by the new years holiday.

Questions?

REQUEST FOR COUNCIL ACTION



Date Action Requested: (March 21, 2022)

Order <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Information <input type="checkbox"/>	
No. 2022-3816	
Subject: New Position: Emergency Preparedness and Risk Coordinator	Staff: Human Resources Department: Public Works
Business Session:	Order On Agenda: Consent Calendar
Hearing Type: Administrative	

Recommendation:

Adopt **Resolution 2022-3816** authorizing the City Manager Pro Tem to appoint the recommended candidate to the position as listed below.

Executive Summary:

The City Charter, Chapter VIII, Section 34(h) provides the City Manager Pro Tem “has the authority and duties of manager, except that a Manager Pro Tem may appoint or remove employees only with council approval”.

The City Manager Pro Tem Will Worthey and Human Resources Alison Seiler have reviewed the scoring and recommendations for hire submitted by the senior level hiring team and recommend the hiring of said candidate to the council for their approval, pursuant to the city charter as stated above.

The City of Newberg has successfully recruited for the new position listed below. The recommended candidate has been vetted through the appropriate hiring procedure.

Karen Tarmichael – Emergency Preparedness and Risk Coordinator – full-time.

Fiscal Impact: The position of Project Specialist in Public Works will not be replaced. The current incumbent has been working out of class on emergency response and is the successful candidate in this recruitment. Therefore, this position represents parallel funding within the FY2021-2022 budget although on a new grade - 164.

Strategic Assessment: The City has not updated its emergency response plan since 2013 {Resolution 2013-3102}. This position will plan and coordinate the City’s emergency preparedness and risk mitigation activities, coordinate with state agencies; neighboring cities, emergency responders, public service districts and non-governmental organizations to facilitate preparedness and response to emergencies arising from all human caused or natural disaster providing policy, SOPs, Control Plans and resources for training employees and continuing City operations.

RESOLUTION No. 2022-3816

A Resolution appointing Karen Tarmichael to the position of Emergency Preparedness & Risk Coordinator

Recitals:

1. Reason for Vacancy: The City needs to update its emergency preparedness and risk mitigation policies, control plans and resources to be better position for emergencies and disasters.
2. Recommendation: Human Resources recommends the appointment of Karen Tarmichael who is the successfully scored top applicant after this robust recruitment.
3. Funding: The position of Project Specialist in Public Works will not be replaced. The current incumbent has been working out of class on emergency response and is the successful candidate in this recruitment. Therefore, this position represents parallel funding within the FY2021-2022 budget.
4. Manager Pro Tem: Will Worthey, City Manager Pro Tem has reviewed the recommendation for hire submitted by the senior level hiring team for this position and recommends the hiring of said candidate to the new position. The City Charter, Chapter VIII, Section 34(h) provides the manager pro tem “has the authority and duties of manager, except that a manager pro team may appoint or remove employees only with council approval.”

The City of Newberg Resolves as Follows:

1. The City Council approves the appointment by the City Manager Pro Tem of Karen Tarmichael to the position of Emergency Preparedness & Risk Coordinator.

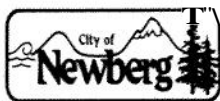
Effective Date of this resolution is the day after the adoption date, which is: March 22, 2022.

Adopted by the City Council of Newberg, Oregon, this 21 day of March, 2022

Sue Ryan, City Recorder

Attest by the Mayor this 24th day of March, 2022.

Rick Rogers, Mayor



ORDER NO. 2009-0021

AN **ORDER** ESTABLISHING A PUBLIC SAFETY FEE (PSF) IN THE AMOUNT OF THREE (3) DOLLARS PER EQUIVALENCY DWELLING UNIT (EDU) **PER MONTH FOR THE PURPOSE OF FUNDING THREE (3) POLICE OFFICER POSITIONS**

RECITALS:

1. The City has had a long standing need for additional police officers as shown by the City staffing levels when compared to the national average for western states and other cities in Oregon of comparative size.
2. During the City's budget process as early as 2001-2002, the need for additional police officers has been discussed and acknowledged through that process.
3. The Budget Committee and the City Council through the local budget process have authorized additional police officers over the past few years, but the revenue has not been available.
4. Police Chief Casey has conducted an extensive public outreach program informing the community of the need for additional police officers; the increased demand for police services; the impact that the lack of staffing has on the department; the ability to deliver such services with the present staffing level; and the future needs of the department.
5. The City Council adopted Ordinance 2009-2714, which authorized the establishment of a public safety fee to fund police and fire services. The ordinance provided a process for such establishment and adopted code provisions. The ordinance is hereby attached as Exhibit "A" and by this reference incorporated.
6. The City administration has presented an Administrative Report to the City Council recommending that a public safety fee (PSF) be implemented. The PSF would support the funding of three (3) new police officer positions to increase the staffing level of the Newberg-Dundee Police Department. This report is hereby attached as Exhibit "B" and by this reference incorporated.
7. In accordance with the process, the City Council has conducted on July 6, 2009, at their regular scheduled meeting a public hearing to determine if the request for the PSF meets the criteria as provided for in the Newberg Code. The format for that hearing is marked as Exhibit "C," which is hereby attached and by this reference incorporated. The criteria for establishing the PSF is listed in Exhibit "A," Section 5 of the ordinance and listed in Section 36.37 of the Newberg Code, which is also contained in Exhibit "A."
8. The City Council has taken into consideration the facts and information presented to them, as well as the testimony presented during the public hearing.


THE CITY OF NEWBERG ORDERS AS FOLLOWS:

1. Recitals: The Recitals are hereby adopted by the City Council and considered facts in the deliberation.
2. Public Safety Fee (PSF): A PSF is hereby established and authorized to be charged as follows:
 - a. Amount: Three (3) dollars per equivalency dwelling unit (EDU) per month will be charged on all water meters within the City of Newberg.
 - b. Responsible Party: The person(s), firm, corporation, or entity (hereinafter referred to as “person”) responsible for the water utility charge will be responsible for the PSF. If there is no water service to the developed property, the person with the right to occupy the developed property will be responsible for the PSF.
 - c. Implementation: The PSF will be implemented and charged through the August 2009 water utility bill. However, the city manager (CM) has the authority to delay implementation if the CM deems it necessary, but the PSF will be implemented as soon as possible if delayed after the August billing.
 - d. Expenditures: The revenue collected from the PSF will be used to fund three (3) additional police officer positions including all necessary expenses.
 - e. PSF Designation: The PSF will be referred to as Police Officer Public Safety Fee (POPSF).
3. Administrative Report: The administration has presented to the City Council an Administrative Report recommending an amount and the implementation of the PSF. The City Council adopts the administration report, as well as all facts and information in report. The Administrative Report is Exhibit “B.”
4. Hearing Format: Exhibit “C” is the hearing format to be used for this Order.
5. Findings of Fact: The City Council adopts the Findings of Fact as present in Exhibit “D,” which is hereby attached and by this reference incorporated. The Findings of Fact addresses the criteria for establishing the PSF. The Council finds that the criteria for establishing the PSF has been met and satisfied.
6. Administration: Under the authority of the CM, the City administration is hereby delegated the authority to administer the PSF, including charging, collecting, and implementing of the PSF. The city manager is hereby delegated all necessary authority for implementation and administration of the PSF. Furthermore, the CM is delegated the authority to do all necessary acts; enter into all necessary agreements; and execute any other necessary documents for the implementation and collection of the PSF. This authority is in addition to the authority given to the administration under Newberg Code provision § 36.36 entitled, “Administration and Collection.” Furthermore, additional conditions for implementation and collection are presented in Exhibit “E,” which is hereby attached and by this reference incorporated. The authorized conditions are to be implemented by the administration.

7. Appeal: Any dispute, claim, or other disagreement concerning the implementation, charges, and collection of the PSF including but not limited to determination of the number of EDU's; the amount of the PSF to be charged; the responsible party; and settlement of disputed claims will initially be made by the City finance director. Appeal of this decision **will** be to the city manager. The city manager's decision **will** be final.

P* EFFECTIVE DATE of this order is the day after the adoption date, which is: July 7, 2009.

ADOPTED by the City Council of the City of Neyberg, Oregon, this 6th day of July, 2009.


Norma I. Alley, **City Reorder**

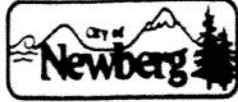
ATTEST by the Mayor this 9th day of July, 2009.


Bob Andrews, Mayor

QUASI-JUDICIAL HISTORY

By and through City Council at the 05/18/2009 meeting. Or, None.

Exhibit ⁶⁴A”
to Order No. 2009-0021



ORDINANCE So. 2009-2714

AN ORDINANCE ESTABLISHING A PROCESS TO IMPLEMENT A SPECIFIC PUBLIC SAFETY FEE BY AUTHORIZING THE CITY TO ESTABLISH A PUBLIC SAFETY FEE TO FINANCE POLICE AND FIRE SERVICES; SETTING OUT A PROCESS TO DETERMINE THE AMOUNT AND CITIZENS WHO SHOULD PAY THE FEE; SETTING CRITERIA THAT SHOULD BE ADDRESSED DURING THE PROCESS; AUTHORIZING COLLECTION OF THE FEE THROUGH THE UTILITY BILLING MECHANISMS OF THE CITY; AND ESTABLISHING AN ADDITIONAL SECTIONS UNDER CHAPTER 36 (FINANCE AND REVENUE; TAXATION) TO INCLUDE THE PROVISIONS OF THIS ORDINANCE

RECITALS:

1. The City has a Police Department and a Fire Department dedicated to protecting the public.
2. The public safety in this area is dependant upon the City’s ability to fund the necessary officers and purchase the necessary equipment to carryout the mission of those departments.
3. The City has the authority to charge fees based upon the services furnished or likely to be furnished to its citizens.
4. The City should seek the input, advice, and information from the citizens concerning the needed resources in the public safety area, and the necessary revenue to provide the resources.
5. The City should establish criteria to determine the need for resources, the amount of any fee, and the method of charging such fees.
6. After a public hearing on May 18, 2009, at which the City Council considered public testimony, staff presentation, and Council deliberation, this ordinance was passed.

THE CITY OF NEWBERG ORDAINS AS FOLLOWS:

Section 1. Public Safety Fee (PSF). the City hereby establishes and authorizes the levying of a public safety fee (PSF) to be used to support the Police and Fire Departments in carrying out their respective missions and duties to protect the public. The City is empowered to enact separate PSFs through the process established below. Furthermore, the City shall establish the amount of the PSF fee.

Section 2. Specific Purpose of PSF. When implementing a PSF, the Council should designate the specific purpose or me to be made th the revenue from each PSF, a reporting

process to ensure that each PSF is spent as authorized, provide for a public hearing prior to adopting each PSF, and the criteria to be considered in determining the need for each PSF.

Section 3. **Enactment by Order of a PSF.** The City Council, after taking into consideration the report from the administration which proposes a PSF, as well as the criteria established, and input from the public, will enact the PSF, by order establishing the amount of the PSF and adopting findings of fact as to the criteria.

Section 4. **Administration and Collection.** The City Administration will be responsible for billing, collection, and reporting to the Council concerning each PSF. The PSFs may be billed and collected through the City's utility billing system. The City budget will contain information that clearly indicates the amount of revenue that each PSF is estimated to collect and the proposed expenditures. An annual report will be made to the City Council showing actual revenue collected and expenditures made during the previous fiscal year. This report may be incorporated in the annual budget.

Section 5. **Criteria.** The PSF will be established based upon the following criteria:

- (A) The need for services.
- (B) Comparison of resources to provide such services by examining the following:
 - i. Comparison with resources available in similar communities.
 - ii. Comparison with resources used to provide services, such as number of police officers or firefighters per capita as shown through nationally recognized service studies.
 - iii. Comparison of statistics showing the calls for service or incidents that require services from year to year to determine if the need for services has increased or decreased.
 - iv. Any other recognized study or authoritative source showing comparison of resources needed with services to be delivered in the public safety area.
 - v. Take into consideration the increase or decrease in population.
 - vi. A reasonable connection between those who need, use, or are likely to need or use the service, and those who are charged the fee.
 - vii. The amount of revenue needed to support the resources to provide the services.
- (C) Any other criteria that should reasonably be considered that would be likely to assist in establishing an equitable PSF, which could be charged on a fair and equitable basis.
- (D) The report proposing the PSF will address the criteria to be considered.
- (E) The testimony at the public hearing should be addressed to the criteria.
- IF)** The fee shall be established and levied on a reasonable basis considering all the criteria.

Section 6. **Determination of PSF Necessity.** The Council, after due deliberation and consideration of any public testimony presented at the public hearing has determined the following:

- (A) There is a need for another source of revenue to support the necessary and

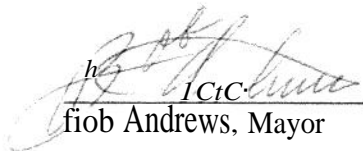
- essential activities of the Police and Fire Departments.
- (B) Establishment of a PSF with authorization to spend the revenue generated by the fee only on necessary public safety activities are a logical and necessary way to support these public safety activities.
 - (C) By establishing the process the City Council can ensure that the public is given an opportunity to give their advice and input concerning the PSF.
 - (D) The open and clear reporting on how these funds are spent once collected will establish the transparency that is necessary to ensure public trust.
 - (E) One of the essential duties of the City government is to provide for the safety of its citizens and this essential duty requires expenditure of a certain amount of revenue in order to ensure that these resources are available. The PSF is a fair and reasonable way to provide for that revenue.

Section 7. Code Provisions. The specific Code sections to fully implement this ordinance are contained in Exhibit "A" and by this reference incorporated. Additional details contained in Exhibit "A" shall be in full force and effect, as if specifically enumerated in this ordinance. The sections are fully incorporated in the Code of Newberg.

> EFFECTIVE DATE of this ordinance is 30 days after the adoption date, which is: June 18, 2009.
 ADOPTED by the City Council of the City of Newberg, Oregon, this 18th day of May, 2009, by
 the following votes: AYE: ? NAY: *fr* ABSENT: *e* ABSTAIN: *e*


 Daniel Danicic
 City Recorder

ATTEST by the Mayor this 21st day of May, 2009.


 Fiob Andrews, Mayor

LEGISLATIVE HISTORY

By and through City Council at 12/01/2008 meeting. Or, None.
(committee name) (date) (check if applicable)

Code Provisions

The following provisions of the City Code of the City of Newberg are added to the City Code and have full force and effect:

TITLE 3: ADMINISTRATION

CHAPTER 36: FINANCE AND REVENUE; TAXATION

PUBLIC SAFETY FEE

§ 36.35. Enactment, Process and Order

(A) *Enactment*. The City hereby establishes and authorizes the levying of a public safety fee (PSF) to be used to support the Police and Fire Departments in carrying out their respective missions and duties to protect the public. The Council is empowered to enact separate PSFs through the process established below.

(B) *Process*. The City will follow the process which provides the following:

(1) Report from the administration that addresses:

- (a) Specific purpose or use to be made of the revenue from each PSF.
- (b) The estimated amount of revenue that the PSF would raise for the City.
- (c) The specific amount of the PSF and the method of determining the amount of the PSF.
- (d) The group of citizens who would be charged the PSF.
- (e) The criteria established for determining the need for a PSF.

(2) Public hearing at which the Council may receive from the public advice; input and Comment concerning the PSF.

(3) Requirement that reporting be done at least annually to report the amount of revenue raised by the PSF, the expenditures from that revenue. This report may be incorporated in the annual budget.

(C) *Order*. The Council shall enact each specific PSF through the process set out above using the council's quasi-judicial authority by enactment of an order.

§ 36.36. Administration and Collection. The City Administration will be responsible for billing, collection, and reporting to the Council concerning each PSF. The PSFs may be billed and collected through the City's utility billing system. The City budget will contain information that clearly indicates the amount of revenue that each PSF is estimated to collect and the proposed expenditures. An annual report will be made to the City Council showing actual revenue collected and expenditures made during the previous fiscal year. This report may be incorporated in the annual budget.

§ 36.37. Criteria. The PSF will be established based upon the following criteria:

- (A) The need for services.
- (B) Comparison of resources to provide such services by examining the following:
 - (1) Comparison with resources available in similar communities.
 - (2) Comparison with resources used to provide services, such as number of police officers or firefighters per capita as shown through nationally recognized service studies.
 - (3) Comparison of statistics showing the calls for service or incidents that require services from year to year to determine if the need for services has increased or decreased.
 - (4) Any other recognized study or authoritative source showing comparison of resources needed with services to be delivered in the public safety area.
 - (5) Take into consideration the increase or decrease in population.
 - (6) A reasonable connection between those who need, use, or are likely to need or use the service, and those who are charged the fee.
 - (7) The amount of revenue needed to support the resources to provide the services.
- (C) Any other criteria that should reasonably be considered that would be likely to assist in establishing an equitable PSF, which could be charged on a fair and equitable basis.
- (D) The report proposing the PSF will address the criteria to be considered.
- (E) The testimony at the public hearing should be addressed to the criteria.
- (F) The fee shall be established and levied on a reasonable basis considering all the criteria.

Administrative Report

Exhibit “B” to Order No. 2009-0021

Date: June 23, 2009
To: Mayor and City Council

Facts: Police Chief Brian Casey
Report Author: Terrence D. Mahr, City Attorney

Public Safety Fee for Police Services

Recommending a Public Safety Fee for Police Services Pursuant to Code Provisions 36.35-36.37.

RECOMMENDATION: Implement a Public Safety Fee (“PSF”) effective August 1, 2009 in the amount of three (3) dollars per month per equivalency dwelling unit (“EDU”). The PSF is to be paid by the party paying the City’s water utility charges or person(s) having the right to occupy the developed property.

EXECUTIVE SUMMARY

The City of Newberg’s Police Department has had a need for additional police officer positions for some time. The City has grown substantially since the 1990’s and is almost ten (10) years into the new century. Although growth has momentarily slowed, the City is poised for a large amount of new residential and commercial growth which is already through the planning stages and ready for development; i.e., Springbrook Master Plan and McClure development, to name a few.

At the beginning of this century, the staffing level of police officers was well below the national average for western states. The problem has continued to grow. The City, when compared with similar Cities in Oregon, has fewer officers. The City has a law enforcement services contract with the City of Dundee. This has helped financially. However, even with the addition of the former Dundee officers, the City still has fewer officers than the comparator Cities.

Administrative Report

Police officer positions have been authorized by the City Council, which has recognized the need, but sufficient revenue has not been made available. Present revenue sources are not likely to be able to meet the need.

The lack of officers is impacting the ability of the department to function, as well as affecting police officer safety. Public safety, through police services, is not optional. When called upon, it is the City's obligation to its citizens to ensure their safety through law enforcement and other services.

Chief Casey has established the need for seven (7) additional officers. The City has added four (4) officers through the budget process. The PSF is needed to provide the necessary revenue for the additional three (3) positions. The amount of the fee will be three (3) dollars per EDU per month. By using the fee method, those occupants and users of developed properties will pay their fair share for the police services needed.

The City will be able to maintain a professional, responsive, and high quality police force, providing excellent police services to the community. The needed officers will ensure that the excellent level of services continue while providing the necessary number of officers for the adequate safety of those officers. The Council should pass Order No. 2009-0021 providing for the PSF.

I. Facts:

These facts were taken from Chief Casey's presentation concerning the need for additional police officers. A copy of the PowerPoint presentation is attached as Attachment "A" to this report and by this reference incorporated.

Chief Casey has been an officer with the Newberg Police Department, Assistant Chief under Chief Bob Tardiff, and appointed as Police Chief in 2004. He led the department to obtain its certification as a police certified department with the Oregon Accreditation Alliance. The department is one of the few in the state of Oregon of its size to obtain such certification.

Chief Casey has studied the criteria and comparison factors that are used to determine the necessary staffing of police officers to

Administrative Report

deliver police services. He has presented his information, expert opinion, and his recommendations.

Chief Casey has conducted a public outreach program. He has made presentations to service clubs (Rotary clubs, Kiwanis, and others). He presented the information to the Citizens Police Advisory Committee on April 3, 2009. They unanimously supported the need for the police officer positions and the need for a PSF for the funding. They officially endorsed this action. He also conducted a town hall public meeting to discuss the need and the PSF at the Public Safety Building on May 12, 2009. After his presentation, there was public discussion concerning the necessity of a PSF.

Chief Casey has received overwhelming support for the need for additional police officers. Even though funding is always a challenge, he has received overwhelming support for the necessary funding of additional officers.

Here are the facts presented in Chief Casey's presentation:

- 1. Population of city:** The City has a steadily growing population. The growth of the City is considered "high" for the state of Oregon. Yamhill County (being on the edge of the Portland-Metro area) is one of the fastest growing areas in the state.

The City is perched on the threshold of substantially more growth. Austin development has an approved development agreement (Springbrook Master Plan) that would add an additional 1,200 homes to the city with a potential of an additional 3,000 in population. The McClure development is an additional eighty-four (84) homes, and the Orchard's Lair II Subdivision includes one-hundred and twenty-five (125) lots in the development for additional homes. The current downturn in the economy has caused a momentary slowing of growth, but these developments along with others already in construction will certainly allow Newberg to "take off" once again when the economic climate changes.

Administrative Report

Newberg has been growing in population for a long time. Newberg has grown thirty-nine (39) percent since 1990. The population in 1998 was 17,358. With the police services contract in 2005 with the City of Dundee, the police force grew to twenty-five (25) sworn officers with the inclusion of three (3) police officers who were formerly with Dundee, and the service area of the department included Dundee.

Ten (10) years later in 2008, Newberg had grown to 21,675 and with the service area of Dundee, the population to be served was 24,715. With a five and four-tenths (5.4) percent growth rate in 2007, the City was one of the fastest growing in the state. (See presentation slide numbers 2 and 3.)

In 2009, the population of the City is 22,645. Including Dundee, the population is 25,695. That is an increase of four (4) percent since 2008. The rate of growth has decreased since 2007, but the potential for a lot more growth is certainly there.

2. The Need for Police Services: As population grows, the call for services (CFS) increases. The CFS naturally has spikes and low points. There has been a thirteen (13) percent increase from 2005 to 2007. This increase and thus demand for police services has caused a lot of stress upon the police staff.

The police lieutenants have worked 596 hours of uncompensated patrol coverage in order to meet minimum staff requirements. This not only puts a heavy burden upon them, but it takes them away from their supervisory duties. Sergeants have also been having shift duty, which impacts their ability to supervise. Officers are constantly doing overtime. Some officers find that the majority of their shifts are including overtime.

Programs valued by the community that provide the residents with an excellent opportunity to communicate with the police force have had to be curtailed. These programs allowed interaction with residents, which helps reduce criminal activity in the community by building cooperation

Administrative Report

between citizens and the police force. Such programs that have been eliminated are Citizens Police Academy, McGruff Safe Home for Children, Neighborhood Watch, and National Night Out.

The police department finds itself in the position of solely being able to respond to CFS and incidents. They are not able to participate in activities that build stronger relationships with the community. The police department is highly respected by the citizens of Newberg, but to continue to thrive, this relationship needs to be built. The increased need for services impacts the ability of the department to have time for proactive programs.

The contract with the City of Dundee for police services has added to the CFS and the responsibility of the department to respond. When the police service contract was enacted in 2005, the City took in three (3) police officers who comprised the Dundee police force. This helped increase the number of officers, but the population had a similar increase. Dundee's financial contribution to the City assisted with the financing of police services. However, numbers in police staff levels have historically been low in the City of Newberg. Even with the additional officers from Dundee, it is still low.

3. Level of Staffing: The Newberg police force has twenty-nine (29) sworn officers. The number of officers appropriate to meet the needs of the citizens in the city is determined by reviewing a number of factors. Chief Casey has examined the factors and compared the department with similar Cities in Oregon. The need for additional officers was brought out by the previous chief of police and has been a topic of budget discussions for many years.

In 2001, Chief Tardiff pointed out that the level of police officer staffing was eight (8) officers below the western state's average of one and seven-tenths (1.7) per thousand population (per 1,000) for similar sized cities. These statistics are compiled by the United States Department of Justice. The City continued to fall behind in staffing levels. In 2003, Chief Tardiff pointed out again that the department

Administrative Report

was nine (9) officers below the average of one and seven-tenths (1.7) per 1,000. The current level was then one and twenty-two one-hundredths (1.22) officers per 1,000. (See presentation slide numbers 3 and 4.)

The City authorized an additional traffic officer in January of 2003 provided that sufficient revenue was available. The revenue was not available. Chief Casey continued to bring attention to the need for additional officers, including the request for two officers in 2007 which were not funded.

The staffing history of the Newberg-Dundee Police Department shows that the population is clearly outgrowing the ability of the City to add police officers to meet the police service needs. In 1998, the department had twenty-four (24) sworn officers, which amounted to one and four-tenths (1.4) officers per 1,000. In 2008, the department had added one (1) officer and three (3) officers from the Dundee police force for a total of twenty-eight (28) officers.

However, the population had grown and the ratio was one and one-tenths (1.1) officers per 1,000. Today with the four (4) positions added as indicated in the next paragraph, bringing the Newberg-Dundee police force to thirty-two (32) officers, the ratio is one and three-tenths (1.3) officers per 1,000. This is still very much below the average of similar sized cities for western states, which is one and seven-tenths (1.7) per 1,000.

By 2008, the need for additional officers was quite apparent. Chief Casey requested a needed seven (7) officers. Through the budget process, the City authorized four (4) positions to be added. The PSF will provide the funding for the three (3) remaining officers requested by Chief Casey.

In comparing the number of officers per capita, the national statistics for western states is an authoritative indicator. However, when comparing the number of officers the City has with other similar sized Cities in Oregon, the City has the lowest number of officers of the nine (9) other comparative cities. (See presentation slide number 6.) Even

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with the addition of four (4) officer positions, the City still remains in the bottom portion when compared by number of officers per capita.

The low number of officers per population and increasing number of CFS has other impacts. As noted above, lieutenant and sergeants are called away from needed supervisory duties to provide call and patrol services. Inadequate staffing levels also create potentially unsafe situations. As officers are involved in duties, such as processing arrests, transporting to the jail, or handling other calls, there are fewer officers (if any) available to assist other officers.

Response time is affected or only one (1) officer may be able to respond when a situation calls for more officers. At least three (3) officers are required per shift to provide adequate backup for the safety of the public and the officers. This is necessary in order to provide safe and adequate police services to the community.

Chief Casey has presented the information concerning the goal of having three (3) officers per shift. The City needs twenty-one (21) patrol officers in order to meet this goal. (See availability calculations in presentation slide number 11.)

II. Responsible Party for Fee and Fee Amount:

The City needs additional revenue to raise the police staffing level to provide adequate police services to the community. Through the research and presentations by Chief Casey, the need for the additional three (3) police officer positions has been well established. The City has legal authority to establish an appropriate fee and designate a class of persons to be responsible for paying such fee.

The administration recommends that the City determine that the responsible group be persons who occupy developed property or have a right to occupy developed property within the city.

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Property developed and occupied would be likely to need police services and benefits from the protection provided by police services. Persons occupying developed property benefit from police department patrol activity.

The recommended method to determine the responsible party and to assess the fee is through the City utility services. The person or persons, including businesses, corporations, and/or any other entity paying the City for utility charges, will pay the PSF. If the property is developed, but there is no utility service to the property, or if water services are discontinued, the PSF will be paid by the person(s) authorized to occupy the developed property.

The amount of the PSF is three (3) dollars per EDU per month. This accounts for the fact that larger utility meters generally mean more occupants. The assessment and collection of the PSF will be by the administration through the utility billing system in accordance with the order (Order No. 2009-0021) of the Council.

III. Revenue & Budget:

The need for additional police officers and the funding of those positions have been discussed with the Budget Committee for a number of years. The committee has recognized the need and authorized the funding for these positions if revenue was available. However, the revenue was not available. The Budget Committee with the City Council giving final approval did approve the funding of four (4) police positions requested by Chief Casey during the 2008-2009 budget process. This committee also considered the PSF proposal and agreed with the proposal if it could be implemented.

The Budget Committee, when considering the 2008-2009 budget as presented by the administration, amended the budget to add the Public Safety Fund and fee as proposed in this report. When the Council passed the 2008-2009 budget, the amendment was noted in the Request for Council Action (RCA) and Resolution No. 2008-2792 adopting the budget. The RCA is attached as Attachment

Administrative Report

“B” and by this reference incorporated. The approved budget included the three (3) new police officer positions and the PSF. The page from the budget showing this is attached as Attachment “C” and by this reference incorporated.

The Council had expressed their desire to first discuss the issue with the community through a public outreach program. There was not enough time for the program; therefore, the positions and the PSF were never implemented.

The proposed budget for 2009-2010 already included the Public Safety Fund as presented in Attachment “D” and by this reference incorporated. The Budget Committee approved the budget on May 7, 2009. Final Council approval was given on June 2, 2009, with the passage of Resolution No. 2009-2847. The Public Safety Fund was again adopted. Upon implementation of the PSF, the funds received and the expenditures for the police officer positions will be recognized by adopting a supplemental budget.

This fund would receive revenue from the PSF of three (3) dollars per EDU per month through implementation of a PSF. The PSF would be billed through the utility billing process. The revenue provided would support the three (3) additional police officer positions. The committee voted to approve the new fund. The Council approved the final budget with this proposal in the budget.

The approved proposal for the PSF is attached to this report as Attachment “E” and by this reference incorporated. The proposal is from the 2008-2009 budget but shows revenue projections for this budget year (2009-2010) and three (3) years further. The revenue projections are based upon one (1) dollar per EDU per month, which funds one (1) police officer position. The revenue projections taken from the attachment are as follows:

Budget	Monthly	Yearly	3 EDU* (Yearly)
09-10 (August-June)	\$8,401	\$92,411	\$277,233

Administrative Report

10-11 (July-June)	\$8,684	\$104,208	\$312,624
11-12 (July-June)	\$8,966	\$107,592	\$322,776
12-13 (July-June)	9,249	\$110,988	\$332,964

* equivalent dwelling unit

The PSF will be implemented and assessed through the first monthly water utility billing immediately following the order authorizing the PSF, which should be the August billing of 2009. The city manager is delegated the authority to delay the implementation of the PSF for administrative necessities.

IV. Expenditures:

The revenue derived from the PSF will be expended to pay for the cost of financing the three (3) police officer positions requested in this report. The estimated cost for each position is taken from the PSF proposal, which is shown in Attachment "E." The cost is for one (1) police officer position. The estimated expenditures are as follows:

Budget	Yearly	3 Officers
09-10(August-June)	\$83,814	\$251,442
10-11 (July-June)	\$105,032	\$315,096
11-12 (July-June)	\$113,189	\$339,567
12-13 (July-June)	\$121,998	\$365,994

The PSF will also be expended on any and all expenditures necessary or desirable in connection with those positions. Any expenditure and furtherance of the goal to have the three (3) additional officers is permitted.

V. Reporting:

The City administration will account for all revenue received pursuant to the PSF. City administration will keep track of all expenditures made with funds collected from the PSF. A report showing revenue and expenditures from the PSF will be submitted to the Council with the annual budget. The report will be reviewed and approved by the Council.

VI. Criteria:

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The criteria for establishing a PSF has been adopted by Ordinance 2009-2714 and set out in the Newberg Code in Sections 36.37. (See Exhibit "A" to the Order.) This report presents the facts that are addressed to these criteria. The criteria and facts that address them are as follows:

(A) The Need for Services:

- With the city's increasing population over the last decade the City has had increased calls for services (CFS).
- The city has been one of the fastest growing areas in the state and with this fast growing population comes the increased CFS.
- The city is situated with new developments "online" to have additional growth in the future.
- The traffic that goes through the city adds to the CFS's.

(B) Comparison of Resources to Provide Services:

- Number of police officers – The comparison of 9 (nine) other similar Oregon Cities in population show that Newberg has the least number of officers. (See presentation slide number 6.)
- Number of police officers – The City is well below the average number of officers per capita for the western states. The average is one and seven-tenths (1.7) per 1,000 population as shown by the United States Department of Justice. Newberg has one and three-tenths (1.3) per 1,000 population in 2009. (See presentation slide numbers 2 and 4.)
- Group to be Charged PSF – PSF would be charged to those who occupy the developed property within the city as determined by those responsible to pay for the utility services. Utility services provide a reasonably accurate method of determining which property was developed and which property is occupied.

Administrative Report

- Amount of PSF – The size of the water meter in EDU is a reasonable method to determine the amount of occupants or the number of people who will be occupying a developed property on a day to day basis. Therefore, it is a fair way of assessing the PSF and taking into account the high number of likely occupants in property developed for business purposes.
 - Method of Assessment – The use of the water utility billing system is an efficient means of assessing and collecting the PSF on a monthly basis that will reach the persons in the class determined to be subject to the PSF.
 - Amount of Revenue Needed – The recommended PSF would support three (3) police officer positions. The amount of estimated revenue raised from the PSF is just below the estimated expenditures to fund the positions. The proposal would not raise “excess” revenue beyond what is needed to fund the positions. The recommended PSF is the lowest amount to meet the needs. (See revenue and expenditure charts on page 8 of report.)
- (C) Any other Criteria:
- Legal Authority – The City has adopted an ordinance allowing the PSF and creating a process to ensure public input. This is within the legal authority of the City.
 - Court Ruling – The legality of a PSF and the process for determining the group that is to be assessed the PSF has been reviewed by the Oregon courts in another similar situation. In that case, the City had enacted a “public safety surcharge” to be billed through the City water utility billing process. The City has used this situation as a model. The Supreme Court of Oregon ruled that the public safety surcharge was legal; the public safety surcharge is not a property tax; the City has the right to determine a class to charge; and that the class subject to the public safety surcharge was legally established by the City. [See Knapp v. City of Jacksonville, 342 Or. 268 (2007).]

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CONCLUSION

The City of Newberg's Police Department is in need of additional police officers in order to maintain a safe and reliable level of staffing to deliver police services. The city's population has grown over the last decade or more, and the request for police services has grown. The signing of a contract for services with the City of Dundee has allowed the City to have additional resources and police officers, but the City of Newberg still lacks adequate police staffing.

Chief Casey conducted an extensive public education program presenting the facts, as well as the need and comparative data justifying the request for additional police officers. The chief has requested seven (7) additional police officers, which still leaves the City of Newberg below the national average for western states, but would certainly improve the current situation. In the past, each time the City considered adding police officers, the revenue was not available to do so. The four (4) additional officers approved by the City has utilized all available revenue for this purpose.

It is the recommendation of the police chief and City administration that the City levy the Public Safety Fee (PSF) in the amount of three (3) dollars per EDU per month to raise the revenue to fund three (3) additional police officer positions. The City Budget Committee and the City Council have approved this request contingent on the revenue being available. The only method of obtaining the available revenue is through the PSF. The City, after a public hearing, has adopted Code provisions that allow for a PSF to be imposed. The Council should impose the PSF to continue to provide quality police services to the community.

**Attachment “A”
to Administrative Report
(for Order No. 2009-0021)**

***Newberg-Dundee Police
Department***

Town Hall Meeting

May 12, 2009

**Brian Casey
Chief of Police**

i

Staffing History

1998	<u>24</u> sworn	Population 17,358
	1.4 officers per 1000	
2008	<u>25</u> sworn	Population 21,675
	28 with Dundee	Population 24,715
	1.1 Officers per 1000	
	5.4% growth in 2007	
2009	<u>29</u> sworn	Population 22,645
	1.3 Officers per 1000	
	32 with Dundee	Population 25,695

2

Chief Tardiff's Budget 2001

The Numbers speak for themselves:

> Our officer staffing level is 8 officers below the western states average of 1.7 per 1000 for cities our size.

Source: US Department of Justice

> Newberg has grown by 39% since 1990

3

Chief Tardiff 2003

Staffing. NPD staffing is currently at 1.22 officers per 1,000 population, approximately 9 officers below the average of 1.7 officers per 1,000 for cities our size in the Western United States.

Source: US Department of Justice

Last year the Budget Committee and City Council authorized the hiring of an additional traffic officer in January 2003, provided sufficient revenue was available.

Unfortunately, the revenue picture has not improved and we did not fill that position.

4

Chief Casey 2007

- Submitted a budget request for two officers request was not funded.
- 2008 submitted a budget request for (7) seven officers, 4 positions were added.

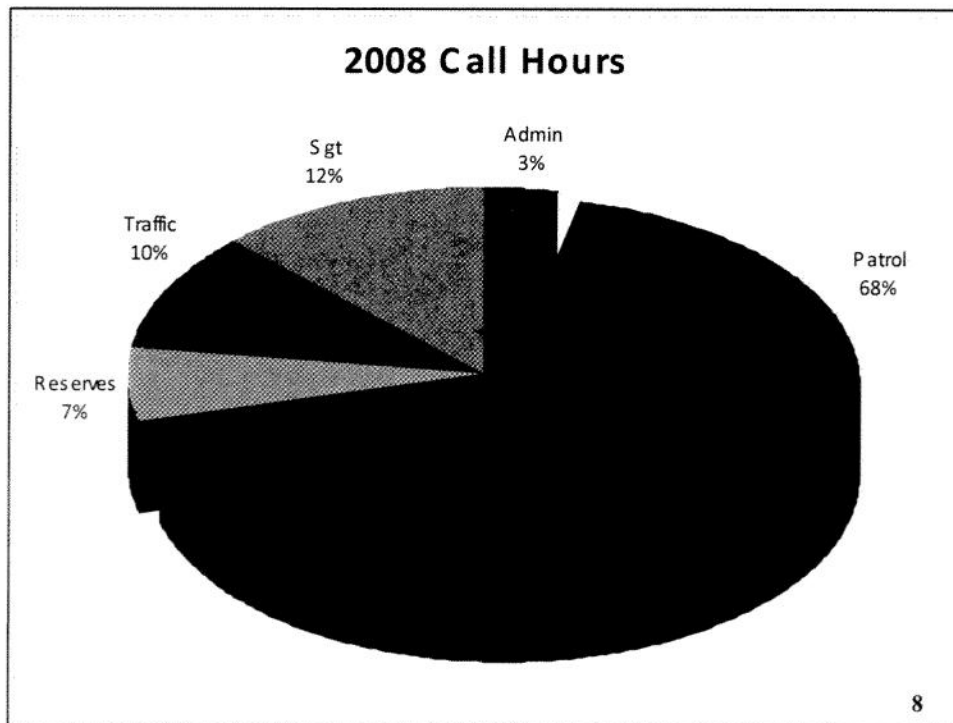
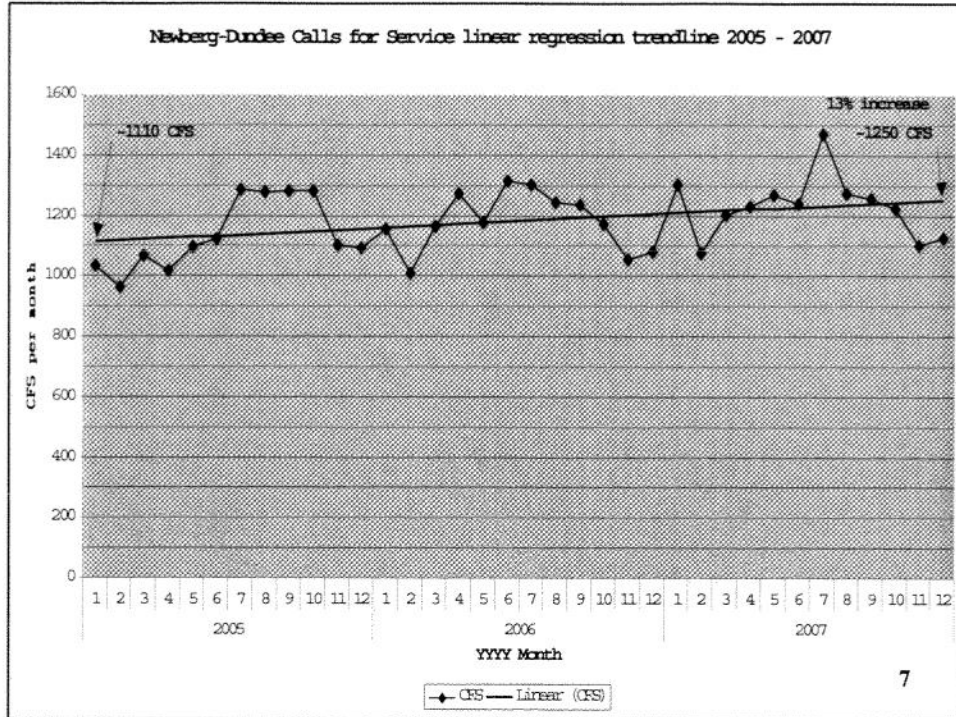
5

Comparator Cities

Source: Portland State University Population Research Carter

Gty	Number of Sworn Officers (FIE)	2007 Population Estimates
Klamath Falls	40	20,110
Redmond	37	24,805
Roseburg	37	21,255
Tualatin	36	26,025
Milwaukie	33	20,920
Woodburn	32	22,875
Ashland	30	21,630
West Linn	30	24,180
Forest-Grove	29	20,395
Newberg-Dundee	28	24,715
Newberg	25	21,675

6



Patrol Staffing

- **Goal provide 3 officers per shift per day.**
 - **Not unreasonable** request for a service population of 25,000, 40,000 vehicles and 5,000 students.
- **Times of the day and days of the week we only have (2) two officers on duty. NOT SAFE for the public or police. One officer available for:**
 - Jail Transport take 74 minutes
 - Robbery-Shooting-Assaults
 - Domestic
 - Fights

9

Shift Report May 9, 2009 Sgt. Mark Cooke.

She started fighting with Mike and Kirby and Mike tased her. It was ineffective. They wrestled in the small hallway of the apartment and into closet. She then grabbed Kirby's gun. Kirby was able to retain it in the holster and yelled to Fair and Fleming that she had a hold of it. We got her cuffed and out to the car. We had to take the male half into custody at taser point since he was non compliant with orders. The female tried kicking out the window on the police car when she saw the male in custody. We got them both back to the PD in a hurry and into the cells. It was a fight pretty much the whole way.

10

Patrol Officer Availability

	<u>2007 Hrs Only</u>	<u>Available Hrs</u>	<u>2005-2007 Hrs</u>	<u>Minimum Staffing</u>	
Beginning Hours	52 weeks x 40 hrs	2080			Day
Vacation	85	1995	75		Swing
Comp	133	1862	111		Grave
Sick, Injury, FMLA	96	1766	47		
Holiday	29	1737	26	Officers Needed	7 per shift to have 3 available
Training	74	1663	78	Total	21 Patrol Officers
Court ??					
14 Patrol Officers are available		1663 Hours			
or 80% of the beginning hours which is equivalent to only 11.2 Officers					

11

Patrol Staffing

- **4 New Police Officers**
- **3 Additional Needed**
- **Officers Out of Service**
 - **Tim Weaver** **12-18-07 to 04-06-08**
 - **Huntley Miller** **05-05-08 to 09-03-08**
 - **Tom Perritt** **07-03-08 to 01-15-09**
 - **Steve Schoening** **09-10-08 to pending**
 - **Heather Fultz** **12-15-08 to pending**

12

Overtime to Cover Shifts

- **585 OT hours= 3.65 months of work year to date, Jan 1, 2008- Oct 31, 2008.**
- **Lieutenants have worked 596 hours of uncompensated patrol coverage so we meet minimum staffing requirements.**

13

Changes to Adapt

- **Mail Out Police Reports**
- **Eliminated Community Policing Programs**
 - **Citizen's Police Academy**
 - **McGruff Safe Home for Children**
 - **Neighborhood Watch**
 - **National Night Out**
- **Traffic Officers are Filling Patrol Shifts**
- **Sergeants are Covering Shifts**
- **Lieutenants are Covering shifts**
- **Mandatory Overtime- Officer Howell, 24 of his 36 shifts were 12 hours long.**

14

Are we Ready for the Future?

- **Austin Development**
 - 1200 Homes @ 2.5 persons per household will increase population by 3000 (size of Dundee) @ 1.5 officers per 1000 = we will need an additional 4.5 officers just for this development. Likewise what will the Fire Department need?
- **Wine Industry and Tourism**
- **No Resolution to the Bypass (continued traffic)**
- **Newberg is a Desirable Place to Live and Work**
 - Hospital
 - Golf Course
 - Schools
 - Location

15

Public Safety is Non-Discretionary

- Newberg is growing (1000 pop increase 2008)
- Public Safety Police-Fire will have to grow
- Public Safety will have to be funded

16

**Attachment “B”
to Administrative Report**
(for Order No. 2009-0021)

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: 2008, June 16

Order ____ No.	Ordinance ____ No.	Resolution <u>XX</u> No. 2008-2792	Motion ____	Information ____
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SUBJECT:

**1. Hold Legislative Public Hearings on the
2008-09 City Budget & State Revenue Sharing**

**2. Adopt Resolution No. 2008-2792, adopting
the 2008-09 City Budget**

LEGISLATIVE HEARING

**Contact Person (Preparer) for this
Resolution: Elizabeth Comfort**

Dept.: Finance

File No.:
(if applicable)

RECOMMENDATION:

Adopt Resolution No. 2008-2792, adopting the 2008-09 Budget, and appropriating as recommended by the Budget Committee on May 16, 2008, and including election to participate in the State Revenue Sharing Program.

BACKGROUND:

1. The Budget Committee met May 1st and May 16th to deliberate the proposed budget by staff.
2. The Committee made two amendments to the proposed budget. One was to increase the Yamhill County Mediator's contribution by \$500, for a total of \$5,500. These funds come from Traffic Fine revenues. The second amendment was to add the Public Safety Fee Fund. This account would maintain a fee of \$3 per EDU, billed through the Utility Billings, for revenue to support three additional police officers. The Committee moved to approve the new fund. The recommendation of the Committee was to move the fee to City Council for adoption, with implementation contingent upon a positive response from the citizens of Newberg.

FISCAL IMPACT: The 2008-09 Budget equals \$76,959,674 with **173.90** FTE. The permanent property tax rate remains at \$4.3827 per \$1,000 assessed value. The City estimates it will collect \$4,988,591.

The Debt Service property tax levy equals \$400,000 for payments on the Public Safety Building and Fire Stations.

STRATEGIC ASSESSMENT: This is a balanced budget and reflects the direction and priorities of the Council to meet the growing needs of this community.

Attachment "C"

to Administrative Report

(for Order No. 2009-0021)

2008-09 CITY OF NEWBERG BUDGET

ADOPTED 2007-08	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	ADOPTED 2008-09
			FUND 16	PUBLIC SAFETY FUND		
			REVENUES			
-	-	-	16-0000-347000	Public Safety Fee	-	163,800
-	-	-		TOTAL REVENUES	-	163,800
			2120	PATROL		
-	-	-	16-2120-431000	Officer Salaries	3.00	65,376
-	-	-	16-2120-435001	Holiday Pay	-	5,000
-	-	-	16-2120-441000	FICA/Medicare	-	5,384
-	-	-	16-2120-442000	Workers Compensation	-	1,927
-	-	-	16-2120-443000	Unemployment	-	175
-	-	-	16-2120-444000	Retirement-PERS	-	11,148
-	-	-	16-2120-444002	Retirement-Pension Bond	-	2,464
-	-	-	16-2120-445000	Health/Life/LTD	-	26,826
-	-	-		Total Personal Services	3.00	118,300
-	-	-	16-2120-512000	Uniforms	-	1,500
-	-	-	16-2120-523000	Supplies	-	1,200
-	-	-	16-2120-525000	Travel & Training	-	2,100
-	-	-	16-2120-562000	Fuel	-	3,000
-	-	-	16-2120-590000	Internal Chrg-Admm Support Serv	-	12,711
-	-	-		Total Materials and Services	-	20,511
-	-	-	2120	TOTAL PATROL	3.00	138,811
			9180	RESERVES		
-	-	-	16-9180-800000	Contingency	-	24,989
-	-	-	9180	TOTAL RESERVES	-	24,989
-	-	-	FUND 16	TOTAL PUBLIC SAFETY FUND	3.00	163,800
-	-	-		ENDING FUND BALANCE		-

Attachment "D"

to Administrative Report

(for Order No. 2009-0021)

2009-10 CITY OF NEWBERG BUDGET

ADOPTED 2008-09	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	ADOPTED 2009-10
			FUND 16	PUBLIC SAFETY FUND		
			REVENUES			
-	-	-	16-0000-300000	Beg F/B-Net Working Capital	-	-
163,800	-	-	16-0000-347000	Public Safety Fee	-	-
163300	-	-	TOTAL REVENUES			
			2120	PATROL		
65,376	-	300	16-2120-431000	Officer Salaries	-	-
5,000	-	-	16-2120-435001	Holiday Pay	-	-
5,384	-	-	16-2120-441000	FICA/Medicare	-	-
1,927	-	-	16-2120-442000	Workers Compensation	-	-
175	-	-	16-2120-443000	Unemployment	-	-
11,148	-	-	16-2120-444000	Retirement-PERS	-	-
2,464	-	-	16-2120-444002	Retirement-Pension Bond	-	-
26,826	-	-	16-2120-445000	Health/Life/LTD	-	-
118,300	-	3.00	Total Personal Services			
1,500	-	-	162126512000	Uniforms	-	-
1,000	-	-	162126523000	Supplies	-	-
2,100	-	-	162126525000	Travel & Training	-	-
3,000	-	-	162126562000	Fuel	-	-
12,711	-	-	162126590000	Internal Chrg-Admin Support Serv	-	-
20,511	-	-	Total Materials and Services			
138,811	-	3.00	2120	TOTALPATROL	-	-
			9180	RESERVES		
24,989	-	-	169180-800000	Contingency	-	-
24,989	-	-	9180	TOTAL RESERVES	-	-
163,800	-	3.00	FUND 16	TOTAL PUBLIC SAFETY FUND	-	-
-	-		ENDING FUND BALANCE			

Attachment "E"

to Administrative Report

(for Order No. 2009-0021)

City of Newberg

2008-2009 Budget Public Safety Fee Proposal

Monthly \$3.00 Fee per EDU Supports 3 New Officers

	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013
\$1.00/EDU per Officer Budget	Year 1 Nov-June	Year 2 July-June	Year 3 July-June	Year 4 July-June	Year 5 July-June
City's EDU's #	Monthly	Monthly	Monthly	Monthly	Monthly
8118	\$ 8,118				
8401		\$ 8,401			
8684			8 8,684		
8966				\$ 8,966	
9249					\$ 9,249
Annual Revenue	\$ 64,944	\$ 100,812	\$ 104,208	\$ 107,592	\$ 110,988
Expenditures					
Officer Salaries	\$ 21,792	\$ 45,327	51,220	55,318	59,743
Overtime	\$ 1,667	\$ 3,467	3,917	4,231	4,569
FICA	\$ 1,795	\$ 3,733	4,218	4,556	4,920
W/Comp	\$ 642	\$ 1,336	1,510	1,631	1,761
Unemploy	\$ 58	\$ 121	137	148	160
PERS	\$ 3,716	\$ 7,729	8,734	9,433	10,187
PERS-Bond	\$ 821	\$ 1,708	1,930	2,085	2,252
Health Benefits	\$ 8,942	\$ 18,599	21,017	22,699	24,515
Personal Subtotal	\$ 39,433	\$ 82,021	\$ 92,684	\$ 100,099	\$ 108,107
Uniform	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
Supplies	\$ 400	\$ 100	\$ 100	\$ 100	\$ 100
Training	\$ 700	\$ 500	\$ 500	\$ 500	\$ 500
Fuel	\$ -	\$ -	\$ 1,700	\$ 1,700	\$ 1,700
Admin Support Svc*	\$ 4,103	\$ 8,312	\$ 9,548	\$ 10,290	\$ 11,091
Material & Services	\$ 5,703	\$ 9,412	\$ 12,348	\$ 13,090	\$ 13,891
Total Expenditures	\$ 45,136	\$ 91,433	\$ 105,032	\$ 113,189	\$ 121,998
Fund Contingency	\$ 19,808	\$ 29,186	\$ 28,362	\$ 22,765	\$ 11,756

*Administrative Support Services are 10% of Expenditures.

Revenues increase 3%

Expenses increase 8%

Exhibit “C” to Order No. 2009-0021

Newberg City Council Quasi-Judicial (non-land use) Hearing Format Public Safety Fee

- I. **Mayor Announces Hearing:**
 - a) Purpose
 - b) Criteria Used in Making Decision
 - c) Decision will be Made Based upon Record Presented
- II. **Mayor Calls for Any Conflict of Interest, Bias, Abstention or Ex-Parte Contacts to be Disclosed for Consideration ***
- III. **Staff Report**
- IV. **Public Testimony**
- V. **Close Public Testimony**
- VI. **Final Staff Report**
- VII. **Close Public Hearing**
- VIII. **Commission Deliberation**
- IX. **Announcement of Decision**
- X. **Announcement of Appeal Rights**

*** NOTE:** *Ex-parte contact is not prohibited and does not have to be disclosed. However, if commission members want to consider information received through ex-parte contact, they must disclose it at the hearing so all parties and public may comment on the information. Failure to disclose ex-parte contact does not invalidate or affect the validity of the decision.*

Exhibit “D” to Order No. 2009-0021

Findings of Fact

The Council adopts the following Findings of Fact after deliberations based upon the record submitted and testimony presented in the public hearing. These facts address criteria established by Ordinance No. 2009-2714 and found in the Newberg Code, Section 36.37. They are as follows:

§ 36.37. **Criteria.** The PSF will be established based upon the following criteria:

(A) The need for services.

Findings of Fact:

- The Newberg-Dundee Police Department is below the recognized national average for staffing-level of police officers per 1,000 population. The ratio of police officers per 1,000 population has not improved significantly with the addition of the three (3) former Dundee police officers pursuant to the contract to provide law enforcement services for the City of Dundee. (See staffing history presentation slide number 2).
- The volume of calls for service (CFS) has steadily increased along with the population. (See presentation slide number 7.)
- Chief Casey has shown the necessary staffing needs in order to meet safety standards for police officers and provide service to the community. (See presentation slide numbers 9, 10, and 11.) The need is for three (3) additional police officers.

Conclusion: Based upon the entire record, the need for three (3) additional police officer positions has been established.

(B) Comparison of resources to provide such service by examining the following:

(1) Comparison with resources available in similar communities.

Findings of Fact:

- The comparison with nine (9) other similar sized communities shows that Newberg has fewer officers than those communities. One (1) community (Klamath Falls), although less in population, has twelve (12) more sworn officers, which is 42% more. This is taking into consideration the additional officers added with the Dundee contract. (See presentation slide number 6.)

Conclusion: When comparing with similar sized cities in Oregon, the Newberg-Dundee Police Department is below average staffing levels and does in fact have the fewest number of sworn officers.

- (2) Comparison with resources used to provide services, such as number of police officers...as shown per capita through nationally recognized service studies.

Findings of Fact:

- The US Department of Justice has statistics showing the average number officers per 1,000 population for cities similar sized for the western states. This shows an average of 1.7 officers per 1,000. (See presentation slide number 3.)
- Newberg has consistently been below average. (See presentation slide number 2.)

Conclusion: Based upon the entire record, the Newberg-Dundee Police Department is below average staffing levels as shown in the nationally recognized statistics.

- (3) Comparison of statistics showing the calls for service or incidents that require services from year to year to determine if the need for services has increased or decreased.

Findings of Fact:

- Calls for services (CFS) has constantly risen over the last year. ((See presentation slide number 7.) The call volume will certainly increase as the population increases.
- The traffic through the city also increases the CFS. (See presentation slide numbers 3, 7, and 9.)

Conclusion: Based upon the entire record, the population has increased significantly, and the CFS has likewise increased. With potential growth, the population will continue to increase as with the CFS. Therefore, more officers are needed to meet the demands for service.

- (4) Other recognized studies or authoritative sources.
- Not applicable.

- (5) Take into consideration the increase or decrease in population.

Findings of Fact:

- The population in Newberg has grown 39% since 1990. The population continues to grow.
- The economic slowdown has a lessened growth rate this past year, but there is a likelihood that there will be increased growth as soon as the economy recovers. With the developments that are already approved for development, the potential for Newberg continuing to be a fast-growing community is great. (See presentation slide numbers 2, 3, and 15.)

Conclusion: Based upon the entire record and the history of Newberg, Newberg has been a fast-growing community and will continue to be fast-growing community. As the population increases, the CFS increases and the number of officers needed to respond increases.

- (6) A reasonable connection between those who need, use, or are likely to need or use the service, and those who are charged the fee.

Findings of Fact:

- The population of Newberg is a factor, which can reasonably be used to predict the number of CFS's.
- The developed properties within the city allow for occupancy of those properties. A reasonable method of determining whether or not a property is developed is if it has a water connection for utility service to the property.
- Usually the person occupying the property is the one responsible for payment of such water services.
- It is reasonable to equate the size and number of the water meters as to the piece of property that takes the services to determine the amount of occupants. In addition, developed property has a need for police services to protect the development.
- Therefore, it is reasonable to assess the fee based upon the water service and equivalency dwelling unit (EDU).

Conclusion: Based upon the entire record, the City has the authority to levy a fee to be paid by a particular class of persons when a reasonable connection is shown between them and the use of services. It is a logical connection between the use of police services and developed property. It is reasonable to show that property is developed because it uses City water services. Therefore, having the person responsible for the water service responsible for the Public Safety Fee (PSF) is reasonable.

- (7) The amount of revenue needed to support the resources to provide the services.

Findings of Fact:

- The estimated amount of revenue to support a police officer position is estimated to be one (1) dollar per equivalent dwelling unit (EDU) per month. This is shown in Attachment “B” to the Administrative Report. The purpose of the PSF is to support three (3) police officer positions. Therefore, the PSF needs to be three (3) dollars per EDU per month.
- In the 2008-2009 budget process and proposed budget, it was estimated that the one (1) dollar per EDU would raise no more than what was needed for the funding of the positions. As a matter of fact, it shows that the small contingency developed would begin to decrease after year three (3) of the proposed budget.

Conclusion: Based upon the entire record, the amount of the PSF at three (3) dollars per EDU will fund the three (3) police officer positions. The amount is the lowest amount possible to reasonably fund the three positions. Therefore, the implementation of the PSF at three (3) dollars per EDU does not produce excess revenue and is reasonable for the purposes for which it is intended.

- (C) Any other criteria.

Legal authority.

Findings of Fact:

- The PSF method of raising revenue to fund necessary public safety activities has been used in other communities.
- The method has been challenged through court review. The Supreme Court of Oregon has upheld the method. (See Knapp v. Jacksonville, page 10 of Administrative Report.)
- The Council has approved a process for establishing a fee. That process has been followed.

Conclusion: Based upon the entire record, the Council has authority to establish the PSF through the process that the Council approved. The PSF process has been followed and the criteria have been met. Additionally, the revenue method has been found to be legally-correct by the Oregon Supreme Court.

Exhibit “E” to Order No. 2009-0021

List of Additional Conditions for Administration of the Public Safety Fee

The City Council adopts the following additional conditions and delegates the necessary authority to the city manager to implement the necessary procedures to administer the Public Safety Fee (PSF). In addition to all other authority and conditions, the Council adopts the following:

1. Moneys to be Paid into Public Safety Fund.

- (A) All Public Safety Fees (PSF) collected by the City will be paid into the Public Safety Fund. Such revenues shall be used for funding three (3) additional police officer positions, the associated equipment, and all necessary equipment. It will not be necessary that the operations and maintenance expenditures from the Public Safety Fund specifically be related to any particular property from which the PSF for said purposes were collected.
- (B) To the extent that the PSF's collected are insufficient, other City funds may be used as determined by the city manager, but the city manager may order the reimbursement to such other funds if additional PSF's are thereafter collected. All amounts on hand in the Public Safety Fund will be invested by the City in investments proper for City funds.
- (C) The PSF's paid and collected by virtue of this Order will not be used for general or other governmental or proprietary purposes of the City, except to pay for the equitable share of the cost of accounting, management, and government, which is attributable to the Public Safety Fund.
- (D) Other than as described above, the PSF's and charges will be used solely to pay for the three (3) additional police officer positions, necessary expenses thereof, and costs incidental thereto.

2. Collection.

- (A) The PSF will be included as an additional item on the City monthly utility billing wherever feasible, unless otherwise specified.
- (B) Unless another person responsible has agreed in writing to pay the PSF, and a copy of that writing is filed with the City and accepted by the City, the person normally responsible for paying the City's water and sewer utility charges is

responsible for paying the PSF, if the property is located within the city limits. However, the owner of record of the developed property will, at all times, be primarily responsible for payment. For instance, the developed property owner will be responsible for payment if a tenant on the developed property does not pay the PSF.

- (C) In the event a developed property is not served by a domestic water meter or sewer hook-up, or if water and sewer service is disconnected, the developed property owner of record is the responsible party.
- (D) A request for water or sewer service, a building permit, or the occupancy of an unserved building will automatically initiate appropriate billing for PSF services.
- (E) There will be no charge for an undeveloped property until such time as building permits are issued for that property.
- (F) Late charges in the amount reasonably calculated to recuperate the cost of duplicate billing, collection, and other administrative costs will be established by the City through the city manager's authority.

3. Enforcement.

- (A) In the event funds received from City utility billings are inadequate to satisfy in full all of the water, sewer, and PSF charges, credit will be given first to the PSF, second to the sewer services charges, third to the charges for water service.
- (B) In addition to other lawful enforcement procedures, the City may enforce the collection of charges required by this chapter by withholding delivery of water to any premises where PSF's are delinquent or unpaid.
- (C) Notwithstanding any provision herein to the contrary, the City may institute any necessary legal proceedings to enforce the provisions of this chapter, including but not limited to injunctive relief and collection of charges owing. The City's enforcement rights shall be cumulative.



ORDINANCE No. 2016-2800

AN ORDINANCE ESTABLISHING A PROCESS FOR THE COUNCIL TO ADJUST AN EXISTING PUBLIC SAFETY FEE AND DECLARING AN EMERGENCY

RECITALS:

1. On May 18, 2009, the Council adopted Ordinance No. 2009-2714, establishing a process for enacting a public safety fee to finance police and fire services. That ordinance has been codified as Chapter 3.30 of the Newberg Municipal Code.
2. Since 2009, the City has enacted and levied two public safety fees. Order No. 2009-0021, enacted July 6, 2009, funded three police officer positions. Order No. 2014-0035, enacted October 20, 2014, funded two communication officer positions.
3. The public safety fee ordinance as enacted contains no process or procedure for adjustment of a public safety fee, once a fee is enacted.
4. Over time, the estimated amount needed to fund a police officer or communication officer position may prove to be insufficient to support the funded positions. Increases in the cost of insurance, wage scales under new collective bargaining agreements, and salary increases attributed to longevity and advancement may leave a funding gap.
5. This ordinance does not increase any existing public safety fee or create any new fee. The purpose is to establish a mechanism and criteria for the Council to adjust fee amounts should a determination that an increase or decrease is warranted.

THE CITY OF NEWBERG ORDAINS AS FOLLOWS:

Section 1. Section 3.30.040, Adjustment of Existing Public Safety Fee, is added to Chapter 3.30 to read as follows:

3.30.040 Adjustment of Existing Public Safety Fee.

A. Purpose of Adjustment. The council recognizes that unanticipated increases in the cost of living, health care, pension obligations, renegotiation of collective bargaining agreements, and other circumstances may require the council to adjust a previously enacted PSF to provide the revenue needed support the resources to provide the services for which the PSF was enacted.

B. Amended Order. The Council may adjust an enacted PSF by an amended order. The amended order shall only address a change in the fee amount. The amended order may index future increases to the PSF to an objective criteria, including but not limited to a

CPI published by the U.S. Bureau of Labor Statistics.

C. Criteria. Any adjustment must be based upon the following criteria:

1. Identification of the financial circumstances that have changed since the original enactment of the PSF.
2. The amount of revenue needed to support the resources to provide the services identified in the PSF.
3. Any other criteria that should reasonably be considered that would be likely to assist in establishing an equitable adjustment to the PSF.
4. The report proposing the PSF adjustment will address the criteria to be considered.

D. Public Hearing. Prior to adjusting any enacted PSF, the Council shall hold a public hearing at which the city council may receive from the public advice, input and comment concerning the proposed adjustment. The testimony at the public hearing should be addressed to the criteria.

Section 2. All other provisions of Chapter 3.30 shall remain unchanged.

Section 3. In order to allow time for the council to consider a potential adjustment of one or more PSF during the Fiscal Year 16-17 Budget process, an emergency is declared to exist. To carry out the intention of this ordinance, this ordinance shall take effect on April 19, 2016.

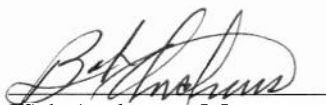
Λ EFFECTIVE DATE of this ordinance is: April 19, 2016.

ADOPTED by the City Council of the City of Newberg, Oregon, this 18th day of April, 2016, by the following votes: **AYE: 7 NAY: 0 ABSENT: 0 ABSTAIN: 0**



Sue Ryan, City Recorder

ATTEST by the Mayor this 21st day of April, 2016.



Bob Andrews, Mayor

Public Safety Fee Revised



What Was Passed By the Budget Committee for 2021-2022 FY

Past administration included a 19% increase to the PSF in the current year 2021-2022 budget.

Because an Administrative Order was never completed, the rates never went into effect, so the Public Safety Fee Fund (Fund 16) never began collecting those revenues that were budgeted for.

Fund 16 currently only staffs two brand new officers (who are low on the pay scale) and will likely run out of reserves at the end of this fiscal year.

Excerpt From Budget Document 2021-22

FUND 16: Public Safety Fee Fund – Police - Patrol

Description

The Public Safety Fee of \$3.00 was established and supported overwhelmingly in 2009 for the purpose of funding three Police Officer positions. The fee provides additional funding for the Police Department Patrol operations, referenced earlier in the General Fund sections of the budget document. The Public Safety Fee is a source of dedicated revenue generated from the fees attached to the Municipal Services Statement at a rate of \$3.00 per month per Equivalent Dwelling Unit (EDU).

Significant Changes

The cost of Police Officer salary and benefits costs increase annually and the Public Safety Fee revenues because they were set at a static level, have not been sufficient to support three Officers. In addition, the number of customer meters (water meters) is growing slower than the assumed annual rate. Therefore, the FY 2021-22 Adopted Budget includes an increase to the fee as necessary to support 3.0 FTE Officers, in alignment with the original intention behind establishing the fee. During the FY 2021-22 Budget Development process, the City Budget Committee supported that an annual inflation factor is built into this fee structure.

Proposed Staffing for Fund 16

Officer #1 (PO1 E)		
Salaries	\$	80,868
OT		7,611
Holiday Bank		2,734
Fringe Benefits (Including PERS)		31,911
Health Insurance		22,939
<hr/>		
Total Cost	\$	146,063
<hr/>		

Officer #2 (PO1 E)		
Salaries	\$	80,868
OT		7,611
Holiday Bank		2,734
Fringe Benefits (Including PERS)		31,911
Health Insurance		22,939
<hr/>		
Total Cost	\$	146,063
<hr/>		

Officer #3 (PO1 F)		
Salaries	\$	84,912
OT		7,611
Holiday Bank		2,734
Fringe Benefits (Including PERS)		33,506
Health Insurance		22,939
<hr/>		
Total Cost	\$	151,702
<hr/>		

Grand Total \$ 443,828

Comparison – Adopted Budget vs. Current Proposal

	Current Rate In Effect			Rate Increase Included in Adopted Budget		Proposed Rate Increase	
	Rate	Count	Monthly Revenue	Rate	18.50%	Rate	32.00%
5/8" meter	\$ 3.00	6,641	\$ 19,923	3.555	\$ 23,609	3.960	\$ 26,298
1" meter	\$ 7.50	217	\$ 1,628	8.888	\$ 1,929	9.900	\$ 2,148
1.5" meter	\$ 15.00	98	\$ 1,470	17.775	\$ 1,742	19.800	\$ 1,940
2" meter	\$ 24.00	122	\$ 2,928	28.440	\$ 3,470	31.680	\$ 3,865
3" meter	\$ 48.00	28	\$ 1,344	56.880	\$ 1,593	63.360	\$ 1,774
4" meter	\$ 75.00	17	\$ 1,275	88.875	\$ 1,511	99.000	\$ 1,683
8" meter	\$ 240.00	1	\$ 240	284.400	\$ 284	316.800	\$ 317
		7,124	\$ 28,808		\$ 34,137		\$ 38,026
Annualized Estimated Revenue			<u>\$ 345,690</u>		<u>\$ 409,645</u>		<u>\$ 456,315</u>

Rate Comparison

Anticipated Revenue from Current Rate	\$ 345,690.00
Less: Total Payroll Costs of Three Officers	(443,828.98)
Less: 2% Uncollectibility of Utility Payments	(6,913.80)
Remaining Fund Balance	<u>\$ (105,052.78)</u>

Anticipated Revenue from Rate in Adopted Budget	\$ 409,645.00
Less: Total Payroll Costs of Three Officers	(443,828.98)
Less: 2% Uncollectibility of Utility Payments	(8,192.90)
Remaining Fund Balance	<u>\$ (42,376.88)</u>

Anticipated Revenue Generated from Proposed Rate	\$ 456,314.64
Less: Total Payroll Costs of Three Officers	(443,828.98)
Less: 2% Uncollectibility of Utility Payments	(9,126.29)
Remaining Fund Balance	<u>\$ 3,359.37</u>

Questions?



REQUEST FOR COUNCIL ACTION



Date Action Requested: (March 21, 2022)

Order <input type="checkbox"/>	Ordinance <input type="checkbox"/>	Resolution <input type="checkbox"/>	Motion <input type="checkbox"/>	Information
Subject: Elliott Road pause discussion				Staff: Will Worthey Department: CM's office File No.
Work Session <input type="checkbox"/> Business Session				Order On Agenda:

Recommendation:

This item is presented to facilitate a discussion. Staff desire to know the will of council on this issue, and specifically if the preferred alternative construction should proceed.

Executive Summary:

Recently the Elliott Road improvement project was paused to allow a two-council member delegation to conduct fact finding and communicate with residents. This has occurred.

Staff desire a clear message on the resumption of work and its general direction.

Fiscal Impact:

The potential financial impact is hard to ascertain as the costs of design work would need to be balanced against potential legal costs.

Strategic Assessment:

The city has a lot to learn from the Elliott Road project and after the project is completed it would be wise of council and staff to conduct a careful after action analysis of the history and results of the project.

REQUEST FOR COUNCIL ACTION



Date Action Requested: March 21, 2022

Order <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Information <input type="checkbox"/>	
No. 2022-2895	
Subject: An Ordinance adopting a new legal description of the Newberg City limits	Staff: Doug Rux, Director Department: Community Development File No. GEN22-0003
Business Session	Order On Agenda: Public Hearing
Hearing Type: Legislative <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Administrative <input type="checkbox"/> Not Applicable <input type="checkbox"/>	

Recommendation:

Adopt Ordinance No. 2022-2895.

Executive Summary:

The Newberg Charter Chapter 1, Section 4 Boundaries states “The city includes all territory within its boundaries as they now exist or are legally modified. Unless mandated by state law, annexation, delayed or otherwise, to the City of Newberg, may only be approved by a majority of the voters. The city will maintain as a public record an accurate and current description of the boundaries.”

The last time the City updated its legal description of the boundaries of the City was on June 21, 2021, by Ordinance No. 2021-2882. Since the last update three annexations of property into the City was approved through December 2021. The proposed legal description builds upon the earlier 2020 legal description based on annexations that have occurred. The legal description does not add or withdraw any land to the City of Newberg and is not an annexation process.

The Oregon Department of Revenue does not consider this local process a boundary change and does not review the legal description.

Fiscal Impact:

Not applicable.

Strategic Assessment:

2020 Council Goals:

1. Change operational culture to one focused on Customer Service and act to Resolve Ongoing Legal Disputes

Not applicable.

2. Further develop an operational culture that adopts and cherishes Diversity, Equity, and Inclusion as core values.

Not applicable.

3. Promote development of housing affordability such as houselessness, transitional housing, workforce housing.

Not applicable.

4. Create and support an Urban Renewal Plan and Authority

Not applicable.

5. Collaborate with local partners and with entities like ICLEI in the development of a Sustainability program.

Not applicable.

ORDINANCE NO. 2022-2895



An Ordinance adopting a new legal description of the Newberg City limits

Recitals:

1. The Newberg Charter Chapter 1, Section 4 Boundaries states “The city includes all territory within its boundaries as they now exist or are legally modified. Unless mandated by state law, annexation, delayed or otherwise, to the City of Newberg, may only be approved by a majority of the voters. The city will maintain as a public record an accurate and current description of the boundaries.”
2. The City of Newberg last updated its legal description of the boundaries of the City in June 2021 by Ordinance No. 2021-2882 that covered annexations through calendar year 2020.
3. Since the last update there has been three annexations of property into the corporate limits of the City through December 31, 2021.
4. The updated legal description does not add or withdraw any land to the City of Newberg and is not an annexation process.

The City of Newberg Ordains as Follows:

1. The legal description for the City limits boundary, described in Exhibit “A” and shown in Exhibit “B” is hereby adopted.

Effective Date of this ordinance is the day after the adoption date, which is: April 19, 2022.

Adopted by the City Council of Newberg, Oregon, this 21st day of March, 2022, by the following votes:

AYE: **NAY:** **ABSTAIN:**

Sue Ryan, City Recorder

Attest by the Mayor this 24th day of March, 2022.

Rick Rogers, Mayor

DESCRIPTION OF THE CITY LIMITS OF THE CITY OF NEWBERG

Beginning at a 1 inch iron pipe that is 162.7 feet East of the Southwest corner of the Benjamin Heater Donation Land Claim No. 50, in the Southwest quarter of the Northeast quarter of Section 16 in Township 3 South, Range 2 West of the Willamette Meridian in Yamhill County, Oregon, said point also being the Northeast corner of "Spring Meadow Subdivision, Stage 2" a duly recorded subdivision in the City of Newberg, Yamhill County, Oregon;

B1001. THENCE Easterly along the South line of the Benjamin Heater Donation Land Claim, 2193 feet more or less to the point of intersection of the East right-of-way of Benjamin Road with the South line of the Benjamin Heater Donation Land Claim;

B1002. THENCE Southerly along the Easterly right-of-way of Benjamin Road, 486 feet more or less to the Northerly right-of-way of Pacific Highway 99W;

B1003. THENCE Southwesterly along the Northerly right-of-way of Pacific Highway 99W, 1470 feet more or less to a point on said right-of-way at Engineer's Station 729+55;

B1004. THENCE crossing Pacific Highway 99W along Engineer's Station 729+55, to the Southerly right-of-way of Pacific Highway 99W;

B1005. THENCE Southwesterly along the Southerly right-of-way of Pacific Highway 99W, 25 feet more or less to the Northwest corner of Klimek Homes Subdivision;

B1006. THENCE Southerly along the West boundary line of Klimek Homes Subdivision, 630 feet more or less to the Southwest corner of said subdivision;

B1007. THENCE Easterly along the South boundary line of Klimek Homes Subdivision, said line also being the Southerly North line of that tract of land described in Instrument No.200320677, 288 feet more or less to the Easterly most Northeast corner of said tract;

B1008. THENCE Southeasterly along the Easterly boundary of that tract of land described in Instrument No.200320677, 469 feet more or less to a point;

B1009. THENCE Southerly along the Easterly boundary of that tract of land described in Instrument No.200320677, 422 feet more or less, to the Southeast corner of said tract, said point being on the South line of the North half of the Sebastian Brutscher Donation Land Claim No.51;

B1010. THENCE Easterly along the South line of the North half of the Sebastian Brutscher Donation Land Claim No.51, 1573 feet more or less to the East boundary of said claim, said point also being the Northeast corner of the plat of The Greens At Springbrook No.7 a duly recorded subdivision in the City of Newberg, Yamhill County, Oregon;

B1011. THENCE Southerly along the East line of the Sebastian Brutscher Donation Land Claim No.51, 2537 feet more or less to the Southeast corner of said Donation Land Claim, said point being the northeast corner of the plat of The Greens at Springbrook No.3; THENCE southerly along the east line of said plat and its southerly extension thereof, 500 feet more or less to the southeast corner of that parcel of land described in instrument 2005-09121, said point also being on the north line of Jesse Parish Donation Land Claim;

- B1012. THENCE Westerly along the north line of the Jesse Parish Donation Land Claim, said line being also the South line of the plat of The Greens at Springbrook No.3 and its easterly extension, 340 feet more or less to a point on the North right-of-way of Fernwood Road;
- B1013. THENCE Southwesterly 36 feet more or less to an angle point on the South right-of-way of Fernwood Road;
- B1014. THENCE Westerly along the South right-of-way of Fernwood Road, 851 feet more or less to the east line of the Luke McKern Donation Land Claim No.56;
- B1015. THENCE Southerly along the East boundary of the Luke McKern Donation Land Claim No.56, 1305 feet more or less to the Southeast corner of Parcel 2 of Instrument No.199511488, said point being also the Southeast corner of the North half of the North half of said Donation Land Claim;
- B1016. THENCE Westerly along the south line of Parcel 2 of Instrument No.199511488 and continuing westerly 2448 feet more or less to the Southwest corner of Parcel 1 of Instrument No.199511486;
- B1017. THENCE Southerly 9 feet more or less to the Southeast corner of that tract of land described as Parcel 2 in Instrument No.199511486;
- B1018. THENCE Westerly along the southerly line of said Parcel 2, 402 feet more or less to the Southwest corner of said Parcel 2 in Instrument No.199511486;
- B1019. THENCE Northerly along the west line of said Parcel 2 and continuing along the west line of Parcel 3 in Instrument No. 199511486, parallel with the West line of the Luke McKern Donation Land Claim No.56, 1075 feet more or less to the Southerly most Northwest corner of said Parcel 3.;
- B1020. THENCE Easterly, parallel with the centerline of Fernwood Road, 236 feet more or less to the Southerly most Northeast corner of said Parcel 3;
- B1021. THENCE Northerly along the Northerly most West line of said Parcel 3, 530 feet more or less to the South right-of-way line of Fernwood Road;
- B1022. THENCE Westerly along the South right-of-way line of Fernwood Road, 1641 feet more or less to the Easterly right-of-way of Springbrook Road (Market Road No.5);
- B1023. THENCE Southerly along the East right-of-way of Springbrook Road (Market Road No.5), 1064 feet more or less to the Northwest corner of that tract of land described as Parcel 1 Partition Plat 99-28;
- B1024. THENCE Easterly 620 feet more or less along the North line of said Parcel 1 to a point;
- B1025. THENCE Southerly 344 feet more or less to a point on the south line of said Parcel 1;
- B1026. THENCE Westerly along the South line of said Parcel 1, 620 feet more or less to the East right-of-way of Springbrook Road (Market Road No.5);
- B1027. THENCE Southerly along the East right-of-way of Springbrook Road (Market Road No.5), 198 feet to a point;
- B1028. THENCE Easterly parallel with the South line of said Parcel 1, 595 feet more or less to a point;

- B1029. THENCE Southerly parallel with the West line of the Luke McKern Donation Land Claim, 1640 feet more or less to the South right-of-way line of Wilsonville Road;
- B1030. THENCE Westerly along the South right-of-way of Wilsonville Road, 75 feet more or less to the West right-of-way line of Adolf Road;
- B1031. THENCE Southerly along the West right-of-way of Adolf Road, 292 feet more or less to the Southeast corner of that tract of land described in instrument 200814364, Yamhill County deed records; as Parcel 1 Partition Plat 95-60;
- B1032. THENCE Westerly, leaving the West right-of-way of Adolf Road, along the South line of said instrument 200814364 and the extension thereof 584 feet more or less to the Westerly right-of-way of Saint Paul Highway No.219;
- B1033. THENCE Southeasterly along the Westerly right-of-way of Saint Paul Highway No.219, 1174 feet more or less to the North right-of-way of Wynooski Road;
- B1034. THENCE Westerly along the North right-of-way of Wynooski Road, 1007 feet more or less to the Northerly extension of the East line of the tract described in Survey Number 13206, Yamhill County survey records;
- B1035. THENCE Southerly along said East line and its Northerly extension thereof, 485 feet more or less to the Southeast corner of said tract;
- B1036. THENCE Westerly along the South line of said tract, 230 feet more or less to an angle point in said South line;
- B1037. THENCE continuing along said South line, Southwesterly 150 feet more or less to the Southwest corner of said tract;
- B1038. THENCE Northerly along the West line of said tract and its Northerly extension thereof, 431 feet more or less to the North right-of-way of Wynooski Road;
- B1039. THENCE Southwesterly along the North right-of-way of Wynooski Road, 267 feet more or less to the Southwest corner of Parcel 1 of Partition Plat 94-32, Yamhill County survey records;
- B1040. THENCE South 31 feet more or less to the centerline of Wynooski Road;
- B1041. THENCE Westerly along the centerline of Wynooski Road, 385 feet more or less to the Northerly extension of the east line of Lot 27 of Wynooski Subdivision, a duly recorded subdivision in Yamhill County, Oregon;
- B1042. THENCE Southerly, along the extension of said east line, 91 feet more or less, to the South right-of-way of NE Wynooski Road, said point also being on the North line of said Lot 27;
- B1043. THENCE Westerly, along said South right-of-way and continuing along the North line of said Lot 27, 290 feet more or less, to an angle point on said North line;
- B1044. THENCE Westerly, continuing along said North line, 325 feet more or less, to the South right-of-way of NE Dog Ridge Road;

- B1045. THENCE Southwesterly, along said South right-of-way, 530 feet more or less, to the point of intersection of the Easterly extension of the South right-of-way of the vacated County Road 47;
- B1046. THENCE Westerly, along said Easterly extension of and continuing along the Southerly and Easterly right-of-way of the vacated County Road 47, 385 feet more or less, to the East line of that tract of land described by deed in instrument 202016369, Yamhill County Deed Records;
- B1047. THENCE Northerly, along said East line, 115 feet more or less, to an angle point; THENCE Northerly, continuing along said East line, 260 feet more or less, to the Northeast corner of said tract;
- B1048. THENCE Westerly, along the Northerly line of said tract, 373 feet more or less, to an angle point;
- B1049. THENCE Southerly, continuing along said Northerly line, 14 feet more or less, to an angle point;
- B1050. THENCE Westerly, continuing along said Northerly line, 40 feet more or less, to the West line of said tract;
- B1051. THENCE Southerly, along said West line, 203 feet more or less, to an angle point, said point also being on the Southerly right-of-way line of vacated County Road 47;
- B1052. THENCE Westerly, continuing along said tract, 66 feet more or less, to the West most Northwest corner of said tract;
- B1053. THENCE Southwesterly, along the West line of said tract, 132 feet more or less, to the Southerly line of said tract, said line also being along the Yamhill County side of the Willamette River;
- B1054. THENCE Westerly, along the Yamhill County side of the Willamette River, 1,245 feet more or less, to the Northerly right-of-way of Rogers Landing Road;
- B1055. THENCE Northwesternly, along the Northerly right-of-way of Rogers Landing Road, 1,285 feet more or less, to the East right-of-way of River Street;
- B1056. THENCE Southerly, along said East right-of-way, 170 feet more or less, to the South right-of-way of 14th Street;
- B1057. THENCE Westerly, along said South right-of-way, 45 feet more or less, to the East line of that tract of land described in Volume 140, Page 298, Yamhill County Deed Records;
- B1058. THENCE Southerly, along said East line and the southerly extension of, 727 feet more or less, to the Yamhill County side of the Willamette River and the Southeast corner of that tract of land described in Instrument Number 202002291, Yamhill County Deed Records;
- B1059. THENCE Westerly along the Yamhill County side of the Willamette River and the Southeasterly line of said tract, 722 feet more or less, to the South line of said tract;
- B1060. THENCE Westerly, along said South line, 645 feet more or less to the Southwest corner of said tract;
- B1061. THENCE Northerly, along the West line of said tract, 391 feet more or less, to the Southerly right-of-way of Waterfront Street, County Road 65, Yamhill County Road Records;

- B1062. THENCE Westerly, along said Southerly right-of-way, 1,024 feet more or less, to the Southerly right-of-way of the Highway 18 Newberg Dundee Bypass;
- B1063. THENCE Southerly, along said Southerly right-of-way, 18 feet more or less, to an angle point; THENCE Southwesterly, along said Southerly right-of-way, 413 feet more or less, to an angle point; THENCE Southerly, along said Southerly right-of-way, 95 feet more or less, to an angle point; THENCE Westerly, along said Southerly right-of-way, 147 feet more or less, to the South most Northwest corner of that tract of land described in that instrument recorded as Film Volume 199 Page 1650, Yamhill County Deed Records;
- B1064. THENCE Southerly, along the west line of said tract, 115 feet more or less to the Northeast corner of that tract of land described in Instrument Number 2019-02753, Yamhill County Deed Records;
- B1065. THENCE Westerly, along the Northerly line of said tract, 380 feet more or less, to the Northwest corner of said tract;
- B1066. THENCE Southerly, along the Westerly line of said tract, 393 feet more or less, to the Southwest corner of said tract;
- B1100. THENCE Northeasterly, along the Southerly line of said tract, 395 feet more or less, to the Southwesterly line of that tract of land described in that instrument recorded as Film Volume 199 Page 1650, Yamhill County Deed Records;
- B1101. THENCE Southeasterly, along said Southwesterly line, 963 feet more or less, to the center of Chehalem Creek;
- B1102. THENCE Westerly and Northwesterly along the center of Chehalem Creek, 3570 feet more or less to the intersection point of the Southerly extension of the West line of Lot 8 of South Newberg Suburban Acre Tracts, Yamhill County survey records;
- B1103. THENCE Northerly along the West line of said Lot 8, 400 feet more or less to the North line of that tract of land described in deed from Lorence M. Christenson and Lois A. Christenson to Lorence M. Christenson and Lois A. Christenson as co-trustees of the Christenson Family Trust and recorded in Instrument Number 200401939;
- B1104. THENCE Easterly along the North line of said Christenson tract, 452 feet more or less to an angle point; THENCE continuing Easterly along said north line, 616 feet more or less to the center of Chehalem Creek and the Northeast corner of said tract;
- B1105. THENCE Northerly along the West line of that tract of land described in deed from Weatherly to Wozniak and recorded January 8, 1976 in Film Vol. 110 Page 125, 469 feet more or less to the Northwest corner of said tract;
- B1106. THENCE Easterly along the North line of said Wozniak tract, 350 feet more or less to an angle point; THENCE continuing Easterly along said North line, 76 feet more or less to the West line of that tract of land described in Maurice E. Cronin and Elizabeth H. Cronin to Kenneth I. Weatherly and Mildred A. Weatherly and recorded November 21, 1963 in Film Vol. 34 Page 52;
- B1107. THENCE Northerly along the West line of said Weatherly tract, 201 feet more or less to the center of Chehalem Creek;

- B1108. THENCE Northeasterly and Northerly along the center of Chehalem Creek, 402 feet more or less to the South line of that tract of land described in deed from Robert Swift, personal representative of the Leonard C. French Estate to Chehalem Park and Recreation District and recorded December 12, 1977 in Film Vol. 125 Page 481;
- B1109. THENCE continuing Northerly along the center of Chehalem Creek, 1622 feet more or less to a point being Southwesterly 83 feet more or less from the Southwest corner of Parcel 3 of Partition Plat 97-53 Yamhill County survey records;
- B1110. THENCE Northeasterly, leaving the center of Chehalem Creek, 83 feet more or less to the Southwest corner of said Parcel 3;
- B1111. THENCE Northwesterly along the West line of said Parcel 3, 295 feet more or less to an angle point; THENCE Northwesterly continuing along the West line of said Parcel 3, 125 feet more or less to an angle point; THENCE Northeasterly continuing along the West line of said Parcel 3, 18 feet more or less to the North line of said Parcel 3;
- B1112. THENCE Easterly along the north line of said Parcel 3, 192 feet more or less to the most Northerly Northeast corner of said Partition Plat 97-53;
- B1113. THENCE Northerly 144 feet more or less to the South line of Partition Plat 1993-30 Yamhill County survey records;
- B1114. THENCE Northeasterly along the South line of said Partition Plat, 195 feet more or less to the Southeast corner thereof, said point being on the West line of the Joseph B. Rogers Donation Land Claim;
- B1115. THENCE Northerly along the East line of said Partition Plat, 112 feet more or less to the Northeast corner thereof;
- B1116. THENCE Northwesterly along the Northeast line of said Partition Plat, 302 feet more or less to the East right-of-way of Dayton Avenue;
- B1117. THENCE Southwesterly along the East right-of-way of Dayton Avenue, 288 feet more or less to the Northwest corner of Parcel 2 of said partition;
- B1118. THENCE Easterly along the North line of said Parcel 2, 60 feet more or less to the Northeast corner thereof;
- B1119. THENCE Southeasterly along the East line of said Parcel 2, 97 feet more or less to the Southeast corner thereof;
- B1120. THENCE Southwesterly along the South line of said Parcel 2 and the Westerly extension thereof, 223 feet more or less to the West right-of-way of Dayton Avenue;
- B1121. THENCE Northeasterly along the West right-of-way of Dayton Avenue, 422 feet more or less to the South line of that tract of land described as Lot 2 in Survey Number 2510, Yamhill County survey records;
- B1122. THENCE Northerly 598 feet more or less to the most westerly Northwest corner of that tract described in Survey Number P-3962, Yamhill County survey records, said point also being on the South line of Parcel 1 of Partition Plat 95-32 Yamhill County survey records;

- B1123. THENCE Northwesterly along the South line of said Parcel 1, 191 feet more or less to the Southwest corner thereof;
- B1124. THENCE Northerly along the West line of said Parcel 1, 42 feet more or less to the South line of Little Homes Subdivision Yamhill County survey records;
- B1125. THENCE Westerly 278 feet more or less along said South line to the Southwest corner of Partition Plat 92-64 Yamhill County survey records;
- B1126. THENCE Northerly 362 feet more or less along the West line of said Partition Plat 92-64 to the South right-of-way of W Fifth Street;
- B1127. THENCE Westerly 370 feet more or less along the South right-of-way of W Fifth Street to a 2 inch iron rod;
- B1128. THENCE Northerly 290 feet more or less to a point on the North line of Little Homes Subdivision also being the South line of Survey Number 12652, Yamhill County survey records, said point being 84 feet more or less Westerly along said North line from the Northwest corner of Lot 16 Little Homes Subdivision;
- B1129. THENCE Westerly along the South line of said survey 12652, 189 feet more or less to the center of Chehalem Creek;
- B1130. THENCE Northwesterly along the center of Chehalem Creek, 130 feet more or less to the Easterly right-of-way of Southern Pacific Railroad;
- B1131. THENCE Northeasterly along the Easterly right-of-way of said Railroad, 416 feet more or less to the Northwest corner of said survey 12652;
- B1132. THENCE N79° 12' 40"W to a point on the Westerly right-of-way of said Railroad;
- B1133. THENCE Southwesterly along the Westerly right-of-way of said Railroad, 411 feet more or less to the center of Chehalem Creek;
- B1134. THENCE Southwesterly along the center of Chehalem Creek to the Westerly right-of-way of Highway 99W; THENCE continuing Northerly along the center of Chehalem Creek to the South line of Sunnycrest Point Condominiums Plat, Yamhill County Survey Records;
- B1135. THENCE Easterly along said South line, 228 feet more or less, said point being westerly 436 feet more or less from the Southeast Corner of said plat;
- B1136. THENCE Northerly 335 feet more or less to the North right-of-way of the county road running Westerly from First Street;
- B1137. THENCE Northeasterly along the North right-of-way of said county road, 410 feet more or less to a point 25 feet more or less westerly from the northerly extension of the east line of Tract 14, Hurley's Fruitland Subdivision, Yamhill County survey records;
- B1138. THENCE Northerly 10 feet more or less to the North right-of-way of First Street;
- B1139. THENCE Easterly 304 feet more or less along the North right-of-way of First Street to the southwest

corner of Partition Plat 2004-31, Yamhill County survey records;

B1140. THENCE Northerly along the westerly line of said partition plat, 348 feet more or less;

B1141. THENCE Northeasterly 304 feet more or less to the North line of Sheridan Street;

B1142. THENCE Northeasterly 725 feet more or less;

B1143. THENCE Northeasterly 1113 feet more or less to the North right-of-way of Oregon State Secondary Highway 240;

B1144. THENCE Northwesterly along said North right-of-way, 175 feet more or less to the intersection of the Westerly extension of the North line of survey P-4028 Yamhill County survey records;

B1145. THENCE Easterly 65 feet more or less to the Southeast corner of Lot 20 of Northwest Newberg Subdivision, Yamhill County survey records;

B1146. THENCE Northerly along the East line of said subdivision, 1016 feet more or less to the most Westerly Northwest corner of Creekside Phase 2 subdivision, Yamhill County survey records;

B1147. THENCE Easterly along the Northerly line of said subdivision, 166 more or less to an angle point; THENCE Northerly along the Westerly line of said subdivision 32 feet more or less to the most Northerly Northwest corner, said point also being the Southwest corner of Creekside Phase 1 subdivision, Yamhill County survey records; THENCE Northerly along the Westerly boundary of said Creekside Phase 1 subdivision, 128 feet more or less to an angle point; THENCE continuing Westerly along said West boundary, 55 feet more or less to an angle point;

B1148. THENCE Northerly along said West line and the extension thereof, 634 feet more or less to the Northwest corner of Parcel 3 Survey Number 9030, Yamhill County survey records;

B1149. THENCE Easterly along the North line of said Parcel 3, 175 feet more or less to the Southwest corner of Ashley Park subdivision Yamhill County plat records;

B1150. THENCE Northerly along the West line of said Ashley Park Subdivision, 260 feet more or less to the Northwest corner thereof;

B1151. THENCE Easterly along the North line of said subdivision, 248 feet more or less to an angle point; THENCE continuing along said North line, Southerly 10 feet more or less to an angle point; THENCE Easterly continuing along said North line and its easterly extension, 200 feet more or less to the West right-of-way of North Main Street;

B1152. THENCE Northerly along the West right-of-way of North Main Street, 300 feet more or less to the South line of that tract described in Survey Number 6385, Yamhill County survey records;

B1153. THENCE Westerly along the South line of said survey, 212 feet more or less to the Southwest corner thereof;

B1154. THENCE Northerly along the Westerly line of said survey, 65 feet more or less to the Northwest corner thereof, said point also being the most Northerly South line of Partition Plat 95-90, Yamhill County survey records;

- B1155. THENCE Westerly along said South line, 100 feet more or less to the West line of said Partition Plat;
- B1156. THENCE Northerly along the West line of said Partition Plat and its extension thereof, 100 feet more or less to the South line of Survey Number 8128, Yamhill County survey records;
- B1157. THENCE Easterly along the said South line, 156 feet more or less to the Southwest corner of Bears Addition Subdivision, Yamhill County plat records;
- B1158. THENCE Northerly along the West line of said subdivision, 308 feet more or less to the South right-of-way of Lynn Drive;
- B1159. THENCE Westerly along said South right-of-way, 176 feet more or less to the Northerly extension of the East line of Willamette Meadows Subdivision, Yamhill County plat records;
- B1160. THENCE Southerly along the Northerly extension and East line of said subdivision, 425 feet more or less to the Southeast corner of said subdivision;
- B1161. THENCE Westerly along the South line of said subdivision, 329 feet more or less to the Southwest corner thereof, said point being on the Northeast corner of Tract 32 of Northwest Newberg Subdivision, Yamhill County plat records;
- B1162. THENCE Southerly along the East line of said tract, 220 feet more or less to the centerline of Columbia Drive;
- B1163. THENCE Westerly along the centerline of Columbia Drive, 220 feet more or less to the Southerly extension of the West line of Survey Number 7017, Yamhill County survey records;
- B1164. THENCE Northerly along the Southerly extension and West line of said survey, 645 feet more or less to the South line of Madison's Garden subdivision, Yamhill County survey plat records;
- B1165. THENCE Westerly along said South line, 36 feet more or less to the most Southerly Southwest corner of said Plat;
- B1166. THENCE Northerly along the West line of said Plat, 140 feet more or less to an angle point, said point also being on the North line of Parcel 1, Partition Plat 93-40, Yamhill County plat records;
- B1167. THENCE Westerly along the said North line of Parcel 1 and its westerly extension, 371 feet more or less to the West right-of-way of Chehalem Drive;
- B1168. THENCE Northerly along the West right-of-way of Chehalem Drive, 266 feet more or less to the Southeast corner Parcel 1, Partition Plat 17-13, Yamhill County plat records;
- B1168.1 THENCE West along the South line of said Parcel 1, 303 feet more or less to the Southwest corner of said Parcel 1;
- B1168.2 THENCE North along the West line of said Parcel 1, 144 feet more or less to the Northwest corner of said Parcel 1;
- B1168.3 THENCE East along the North line of said Parcel 1, 303 feet more or less to the West right-of-way of Chehalem Drive;

- B1168.4 THENCE Northerly along the West right-of-way of Chehalem Drive 2,972 feet more or less to the intersection of the Westerly extension of the North right-of-way of Foothills Drive;
- B1169. THENCE Easterly along said Westerly extension, 56 feet more or less to the East right-of-way of Chehalem Drive;
- B1170. THENCE Northerly along said East right-of-way, 584 feet more or less to the North line of Partition Plat 97-68 Yamhill County survey records;
- B1171. THENCE Westerly along the Westerly extension of said North line, 16 feet more or less to the West line of the Morris Donation Land Claim;
- B1172. THENCE Northerly along the West line of that Morris Donation Land Claim, 588 feet more or less to the Westerly extension of the North line of that tract of land conveyed to the Chehalem Park and Recreation District as recorded in Book 308 Page 0627, Yamhill County deed records;
- B1173. THENCE Westerly along the Westerly extension of said North line, 40 feet more or less to the West right-of-way of Chehalem Drive;
- B1174. THENCE Northerly along the West right-of-way of Chehalem Drive, 790 feet more or less to the North right-of-way of North Valley Road (County Road 62);
- B1175. THENCE Easterly along the North right-of-way of North Valley Road , 660 feet more or less to the Northerly extension of the West line of that tract of land conveyed to Robert Edward Phillips Jr. and Barbra Jean Phillips as recorded in Book 109 Page 1140, Yamhill County deed records;
- B1176. THENCE continuing Easterly along said North right-of-way, 1,345 feet more or less to the Northerly extension of the West line Terra Estates Phase 2 Subdivision;
- B1177. THENCE Southerly along said West line and its northerly extension, 308 feet more or less to the Northwest corner of said Terra Estates Phase 2;
- B1178. THENCE Easterly along the North line of said subdivision and across Terra Estates Phase 1, Yamhill County plat records, 682 feet more or less to the East right-of-way of Terrace Drive (County Road 162);
- B1178.1. THENCE Southerly along the East right-of-way of Terrace Drive (County Road 162), 15 feet more or less to the North right-of-way of Camellia Drive;
- B1178.2. THENCE Easterly along said North right of way 180 feet more or less to the Southeast corner of Lot 3 of Chehalem Terrace Subdivision, Yamhill County plat records.
- B1178.3. THENCE South, 50 feet more or less to the South right-of-way of Camellia Drive and the Northeast corner of Lot 2 of said Chehalem Terrace; THENCE South, 100 feet more or less to the Southeast corner of Lot 2 of said Chehalem Terrace Subdivision;
- B1178.4. THENCE West along the South line of said Lot 2, 180 feet more or less to the East right-of-way of Terrace Drive (County Road 162);
- B1179. THENCE Southerly along the East right-of-way of Terrace Drive (County Road 162), 650 feet more or less to the North right-of-way of State Highway 219;

- B1180. THENCE Southerly 117 feet more or less to the intersection of the Easterly right-of-way of State Highway 219 and the North line of that tract of land conveyed to Walter H Anderson and Frances H Anderson recorded September 7, 1956 Book 181 Page 732, Yamhill County deed records;
- B1181. THENCE Northeasterly along said Easterly right-of-way of State Highway 219 (College Street), 575 feet more or less to the Northwest corner of Cottages at Oak Knoll Subdivision, Yamhill County plat records;
- B1182. THENCE Easterly along the North line of said plat, 129 feet more or less to the Northeast corner thereof;
- B1183. THENCE Southerly along the East line of said plat, 281 feet more or less along to the North line of Oak Knoll No. 10 subdivision, Yamhill County plat records;
- B1184. THENCE Easterly along said North Line 375 feet more or less to the northeast corner thereof, said point also being on the most southerly West line of The Summit at Oak Knoll subdivision, Yamhill County plat records;
- B1185. THENCE Northerly along said Southerly most West line of said Plat, 308 feet more or less to the initial point thereof, said point also being on the most Northerly South line of Partition Plat 99-49, Yamhill County plat records;
- B1186. THENCE Westerly along the boundary of said Partition Plat 99-49, 418 feet more or less to the East right-of-way of State Highway 219 (College Street);
- B1187. THENCE Northeasterly along the East right-of-way of State Highway 219 (College Street), 410 feet more or less to the most Northerly Northwest corner of said Partition Plat 99-49;
- B1188. THENCE Westerly along the Westerly extension of said North line of Partition Plat 99-49, 83 feet more or less to the West right-of-way of State Highway 219 (College Street);
- B1189. THENCE Northeasterly along said West right-of-way of State Highway 219 (College Street), 454 feet more or less to the Westerly extension of the North line of that tract of land described in Bargain and Sale Deed to William Rourke Jr. and Myrlene J. Rourke, husband and wife, recorded as Fee Number 200502945, Yamhill County deed records;
- B1190. THENCE continuing Northerly along said West right-of-way of State Highway 219 (College Street), 941 feet more or less to the North right-of-way of Northeast North Valley Road (County Road 62);
- B1191. THENCE Easterly 62 feet more or less to the intersection of the East right-of-way of State Highway 219 (College Street) and the North right-of-way of Northeast Bell Road (County Road 62);
- B1192. THENCE Easterly along the North right-of-way of Northeast Bell Road (County Road 62) 865 feet more or less to the Northerly extension of the Westerly line of that tract of land described in Instrument No. 2014-02036 Yamhill County Deed Records;
- B1193. THENCE leaving said right-of-way Southerly along the Westerly line of aforementioned tract 1346 feet more or less to the North line of that tract of land described in Instrument No. 2012-03302 Yamhill County Deed Records;

- B1194. THENCE Westerly along said North line 325 feet more or less to the Northeast corner of Partition Plat 99-49 Yamhill County plat records;
- B1195. THENCE Southerly along said East line of Partition Plat 99-49, 660 feet more or less to the Southeast corner thereof, said point being on the North line of the Oak Knoll subdivision, Yamhill County plat records;
- B1196. THENCE Easterly along the North line of said Oak Knoll subdivision and continuing along the North line of Springbrook District subdivision, Yamhill County plat records, 1,102 feet more or less to the Southerly extension of the East right-of-way of Aspen Way;
- B1197. THENCE Northerly 30 feet more or less to the North right-of-way of Aspen Way;
- B1198. THENCE Easterly along the North right-of-way of Aspen Way, 1287 feet more or less to an angle point;
- B1199. THENCE Southeasterly along the East right-of-way of Aspen Way, 928 feet more or less to the North line of Tract H, Springbrook District subdivision, Yamhill County plat records;
- B1200. THENCE Northeasterly along the North line of said Tract H, 1019 feet more or less to the most Northerly corner of said tract;
- B1201. THENCE Southerly along the East line of said Tract H, 466 feet more or less to an angle point;
- B1202. THENCE Easterly along the East line of said Tract H, 106 feet more or less to an angle point, said point also being the Northwest corner of Lot 6 of Bryce Acres subdivision Yamhill County plat records;
- B1203. THENCE Southerly along the West line of said Bryce Acres, 407 feet more or less to the Southwest corner of Lot 5 of said subdivision;
- B1204. THENCE Westerly along the North line of Lot 4 of said Bryce Acres, 92 feet more or less to the Northwest corner thereof;
- B1205. THENCE Southerly along the West line of said Bryce Acres and the East right-of-way of Aspen Way, 350 feet more or less to the Southwest corner of Lot 3 of said subdivision;
- B1206. THENCE Easterly along the Southerly line of said Bryce Acres, 367 feet more or less to the Southeast corner of Lot 3 of said subdivision, said point also being on the West line of Lot 2 of said subdivision;
- B1207. THENCE Southerly along the West line of Lot 2 of said Bryce Acres, 124 feet more or less to the Southwest corner thereof;
- B1208. THENCE Easterly along the South line of said Bryce Acres, said line also being the North line of Lot 6, Springbrook District, Yamhill County plat records, 217 feet more or less to angle point on said Lot 6;
- B1209. THENCE Southerly along the East line of said Lot 6, 189 feet more or less to an angle point;
- B1210. THENCE Easterly along the Northerly line of said Lot 6 and its easterly extension, 268 feet more or less to the West right-of-way of Zimri Drive (County Road56);

- B1211. THENCE Northerly along the West right-of-way of Zimri Drive, 74 feet more or less to the intersection point of the Westerly extension of the North line of Lot 7, Springbrook District subdivision, Yamhill County plat records;
- B1212. THENCE Easterly along the Westerly extension and North line of said Lot 7, 912 feet more or less to an angle point at the West line of the East half of the Solomon Heater Donation Land Claim Number 48;
- B1213. THENCE Southerly along the North line of said Lot 7, 13 feet more or less to an angle point;
- B1214. THENCE Easterly along the North line of said Lot 7, 148 feet more or less to an angle point;
- B1215. THENCE Southerly along the North line of said Lot 7, 148 feet more or less to an angle point;
- B1216. THENCE Easterly along the North line of said Lot 7 and its extension across Lot 10, Springbrook District subdivision, Yamhill County plat records, 763 feet more or less to the Northeast corner thereof;
- B1217. THENCE Southerly along the East line and Southerly extension of said Lot 10, 449 feet more or less to the South right-of-way of the Southern Pacific Railroad, said point also being on the North line of Tract O, Springbrook District subdivision, Yamhill County plat records;
- B1218. THENCE Northeasterly along the South right-of-way of said Railroad, 725 feet more or less to the North right-of-way of Benjamin Road;
- B1219. THENCE Easterly along the North right-of-way of Benjamin Road, 620 feet more or less to the West line of the Benjamin Heater Donation Land Claim;
- B1220. THENCE Southerly along the West line of said Benjamin Heater Donation Land Claim, 2245 feet more or less to the Southwest corner of said Donation Land Claim;
- B1221. THENCE Easterly along the South line of said Benjamin Heater Donation Land Claim, 163 feet more or less to the Point of Beginning.

Also including the following described parcel:

Addition Parcel #1

A tract of land situated in the Northwest one quarter of section 29, Township 3 South, Range 2 West, Willamette Meridian, Yamhill County, Oregon and being a portion of Parcel 13 of those tracts of land described by deed and conveyed to Newberg OR LLC in Instrument number 202016378, Yamhill County Deed Records. Being described as follows:

Commencing at the intersection of the easterly right-of-way of River Street and the Yamhill County side of the Willamette River; Thence Northwesterly along the Yamhill County side of the Willamette River, 177 feet more or less to the east line of said parcel and the Point of Beginning; THENCE Northerly along said East line, 200 feet more or less to the northeast corner of said tract; THENCE Westerly along the North line of said tract, 60 feet more or less to the northwest corner of said tract; THENCE Southerly along the West line of said tract, 190 feet more or less to the Yamhill County side of the Willamette River; THENCE Easterly along the Yamhill County side of the Willamette River 60 feet more or less to the point of beginning.

Excepting therefrom the following parcels:

Exception Parcel #1

Located in the Northwest quarter of the Northeast quarter of Section 18, T3S, R2W, Willamette Meridian and being part of the William Jones Donation Land Claim No. 38, Yamhill County, Oregon being more particularly described as follows:

Parcel 2 of Partition Plat 94-28, Yamhill County plat records.

Exception Parcel #2

Located in the Northeast quarter of Section 18, T3S, R2W, Willamette Meridian and being part of the William Jones Donation Land Claim No. 38, Yamhill County, Oregon being more particularly described as follows:

Beginning at a point on the east right-of-way of Crater Lane, 20 feet east of the centerline, and on the westerly extension of the South line of Prospect Park II subdivision, Yamhill County plat records, THENCE East along said South line of Prospect Park II and its westerly extension, 188 feet more or less to the Northwest corner of Lot 4, Prospect Park III subdivision, Yamhill County plat records; THENCE South along the most northerly west line of said Prospect Park III subdivision, 366 feet more or less to the most southerly North line of said Prospect Park III subdivision; THENCE West along said most southerly North line and its westerly extension, 187 feet more or less to the east right-of-way of Crater Lane, 20 feet east of the centerline; THENCE North along said easterly right-of-way line, 366 feet more less to the point of beginning.

Exception Parcel #3

Located in the Southwest quarter of Section 21 and the Southeast quarter of Section 20, T3S, R2W, Willamette Meridian and being part of the Richard Everest Donation Land Claim No. 52, Yamhill County, Oregon being more particularly described as follows:

Beginning at a point on the East line of the Richard Everest Donation Land Claim No. 52, and 1096 feet more or less north of the southeast corner thereof; THENCE West along the south line of the tract of land depicted in Survey No. 12039, Yamhill County survey records, 260 feet more or less to an angle point; THENCE continuing along said south line, North 17 feet more or less to an angle point; THENCE continuing along said south line, West 136 feet more or less to an angle point; THENCE continuing along said south line, North 44 feet more or less to an angle point; THENCE continuing along said south line, West 231 feet more or less to east right-of-way line of State Highway 219; THENCE South along said east right-of-way line, 328 feet more or less to the South line of the tract of land depicted in Survey No. 6476, Yamhill County survey records; THENCE East along said South line and its easterly extension, 500 feet more or less to the east line of the Richard Everest Donation Land Claim No. 52, said point being 846 feet more or less north of the southeast corner of said D.L.C.; THENCE North along said east line, 250 feet more or less to the point of beginning.

Exception Parcel #4

A tract of land in the Northwest quarter of section 21, T3S, R2W, Willamette Meridian, Yamhill County, Oregon being more particularly described as follows:

Beginning at a point on the West line of the Sebastian Brutscher Donation Land Claim No. 51, 1189 feet more or less North of the Southwest corner of said D .L. C.; THENCE East along the south line of Parcel 2, Partition Plat 2013-03, Yamhill County plat records and its westerly extension thereof, 441 feet more or less to an angle point; THENCE Southwesterly along the west line of Tract A of said Partition Plat, 131 feet more or less to the southwest corner thereof; THENCE East 240 feet more or less to the west line of Oaks at Springbrook No. 2 subdivision, Yamhill County plat records; THENCE South along said west line 280 feet more or less to the North line of the tract

depicted in Survey Number 4614, Yamhill County survey records; THENCE West along said northerly line 462 feet more or less to an angle point; THENCE South 148.5 feet more or less to an angle point; THENCE West 171 feet more or less to the East line of Springbrook Road; THENCE North along the East line of said road 67.5 feet more or less to a point on the easterly extension of the South line of the North half of the Richard Everest Donation Land Claim No. 52; THENCE West, along the South line of the North half of the Richard Everest Donation Land Claim No. 52 and its easterly extension, 565 feet more or less to the southeast corner of Parcel 2, as depicted in Survey No. 9111, Yamhill County survey records; THENCE North along the east line of said Parcel 2, 83 feet more or less to an angle point; THENCE East 525 feet more or less to the West line of the Brutscher Donation Land Claim No. 51; THENCE North along the West line of said Brutscher Donation Land Claim No. 51, 59 feet more or less to a point that is northerly 775 feet more or less from the southwest corner of said Brutscher Donation Land Claim No. 51 and the westerly extension of the south line of the tract depicted in Survey Number 12216, Yamhill County survey records; THENCE East along said south line and its westerly extension, 220 feet to the dividing line shown on said survey; THENCE North along said dividing line, 82 feet more or less to the north line of the tract depicted on said Survey 12216; THENCE West along said north line, 220 feet more or less to the west line of said Brutscher Donation Land Claim No. 52; THENCE North along said Brutscher Donation Land Claim, 266 feet more or less to the point of beginning.

Exception Parcel #5

A tract of land in the Northwest quarter of Section 21, T3S, R2W, Willamette Meridian, and being part of the Sebastian Brutscher Donation Land Claim No. 51, Yamhill County, Oregon being more particularly described as follows:

Beginning at a point on the West line of the Sebastian Brutscher Donation Land Claim No. 51, 396 feet more or less North of the Southwest corner of said D .L. C., said point being on the westerly extension of the south line of the parcel depicted on Survey Number 4614, Yamhill County survey records; THENCE East along said south line and its easterly extension, 660 feet more or less to the West line of Oaks at Springbrook No. 2 subdivision, Yamhill County plat records; THENCE South along said west line 66 feet more or less to a point; THENCE West 660 feet more or less to the West line of the Sebastian Brutscher Donation Land Claim No. 51; THENCE North along said west line 66 feet more or less to the point of beginning.

Exception Parcel #6

A tract of land in the Southeast quarter of the Northeast quarter of Section 7, T3S, R2W, Willamette Meridian, Yamhill County, Oregon being more particularly described as follows:

Beginning at a point on the West right-of-way line of State Highway 219, 100 feet more or less north of the easterly extension of the north line of Anne's Addition subdivision, Yamhill County plat records; THENCE West 486 feet more or less to the east line of Anne's Addition Phase II, Yamhill County plat records; THENCE North along said east line 117 feet more or less to the south line of Terrace Heights subdivision, Yamhill County plat records; THENCE East along said south line and its easterly extension thereof, 486 feet more or less to the West right-of-way line of State Highway 219; THENCE South along said West right-of-way line to the point of beginning.

Exception Parcel #7

A tract of land located in the Northeast quarter and Southeast quarter of Section 20, T3S, R2W, Willamette Meridian, Yamhill County, Oregon being more particularly described as follows:

Beginning at the Southeast corner of that tract of land described in instrument number 2018-01142, Yamhill County deed records; THENCE Northerly along the East line of said tract and the Northerly extension thereof, 876 feet more or less to the South line of Partition Plat 05-47, Yamhill County survey records; THENCE Westerly along said South line, 55 feet more or less to the Southwest corner of said Partition Plat; THENCE Northeasterly along the

West line of Partition Plat 05-47, 405 feet more or less to the Northwest corner of said Partition Plat; THENCE Easterly along the North line of said Partition Plat, 485 feet more or less to the Southwest corner of Parcel 3 Partition Plat 00-35 Yamhill County survey records; THENCE Northerly along the West line of said Parcel 3, 326 feet more or less to the Northwest corner of said parcel; THENCE Easterly along the North line of said Parcel 3, 249 feet more or less to the West right-of-way of State Secondary Highway 140; THENCE Northwesternly along said right-of-way, 1644 feet more or less to the Westerly extension of the South right-of-way line of East Second Street; THENCE South, 136 feet more or less to the Southeast corner of Lot 1 of Survey Number 2071, Yamhill County survey records; THENCE Westerly along the South line of said Lot 1, 195 feet more or less to the Northeast corner of Partition Plat 07-15 Yamhill County survey records; THENCE Southerly along the East line of said Partition Plat, 600 feet more or less to the Southeast corner of said Partition; THENCE Westerly along the South line of said Partition, 462 feet more or less to the centerline of Hess Creek, said point being the Northwest corner of The Highlands at Hess Creek subdivision; THENCE Southerly along the centerline of Hess Creek, 2100 feet more or less to the junction of two small creeks; THENCE southerly along the westerly small creek, 400 feet more or less to the South line of the Richard Everest Donation Land Claim No.52, said point also being on the North right-of-way line of the Highway 18 Newberg Dundee Bypass; THENCE Easterly along the South line of said Everest Donation Land Claim No.52 and North right-of-way line, 206 feet more or less; THENCE South leaving said South line and continuing along said North right-of-way line, 47 feet more or less; THENCE Southeasterly continuing along said North right-of-way line, 208 feet more or less; THENCE Northerly continuing along said North right-of-way line, 124 feet more or less to the South line of the Everest Donation Land Claim No.52; THENCE Easterly continuing along said North right-of-way line, 368 feet more or less to the point of beginning.

Exception Parcel #8

A tract of land located in Section 20, T3S, R2W, Willamette Meridian, Yamhill County, Oregon being more particularly described as follows:

Beginning at the Southeast corner of that tract of land described in Instrument No.200323925 Yamhill County deed records, said point also being on the north right-of-way line of the Highway 18 Newberg Dundee Bypass; THENCE Northerly along the East line of said tract 350 feet more or less to the South line of Parcel 1 Partition Plat 97-61 Yamhill County survey records; THENCE Westerly along said South line, 270 feet more or less to the Southwest corner of said Parcel 1; THENCE Northerly along the west line of said Parcel 1, 1090 feet more or less to the Northwest corner of said Parcel 1; THENCE Easterly along the northerly line of said Parcel 1, 293 feet more or less to the northeast corner of said Parcel 1 and the Easterly most Southeast corner of Parcel 2 Partition Plat 97-61 Yamhill County survey records; THENCE Northerly along the East line of said Parcel 2, 545 feet more or less to the South line of Lot 2 Survey Number 2071, Yamhill County survey records; THENCE Westerly along the South line of said Lot 2, 726 feet more or less to the West line of the Richard Everest Donation Land Claim; THENCE Southerly along the West line of said Everest Donation Land Claim, 1569 feet more or less to an iron pipe; THENCE Westerly along the Easterly extension of the North line of that tract depicted in Survey Number 9246, Yamhill County survey records, 140 feet more or less to the Northeast corner of said tract; THENCE Southerly along the East line of said tract, 103 feet more or less to the Southeast corner of said tract; THENCE Westerly along the south line of said tract, 92 feet more or less to the East right-of-way of Wynyoski Road; THENCE Northwesternly along the East right-of-way of Wynyoski Road, 120 feet more or less to the Northwest corner of said tract; THENCE Westerly, leaving the East right-of-way of Wynyoski Road, 535 feet more or less to the East line of a 15 foot alley adjacent to Block 18 of the City Park Addition to the City of Newberg; THENCE South along the East line of said alley, 128 feet more or less to the Northwest corner of Lot 15 of Millview Estates; THENCE Easterly along the North line of Millview Estates and the Easterly extension thereof, 568 feet more or less to the centerline of Wynyoski Road; THENCE Southeasterly along the centerline of Wynyoski Road, 343 feet more or less to a point of intersection with the Westerly extension of the South line of that tract of land described in instrument 199303510, Yamhill County deed records; THENCE Easterly along the Westerly extension and South line of said instrument 199303510, 49 feet more or less to the West line of the Richard Everest Donation Land Claim No.52, said point also

being on the North right-of-way line of Highway 18 Newberg Dundee Bypass; THENCE Northerly along the West line of said Everest Donation Land Claim No.52 and said North right-of-way line, 26 feet more or less to the North line of that tract of land described as Parcel 4 of instrument 201415035, Yamhill County deed records; THENCE Easterly continuing along said North right-of-way and said North line, 629 feet more or less to the point of beginning.

Exception Parcel #9

A tract of land described by deed in that instrument recorded as Film Volume 208, Page 1025, Yamhill County Deed Records and being more particularly described as follows:

Beginning at the Southeast corner of said tract, said point also being the intersection point of the Westerly right-of-way line of S. College Street and the Northerly right-of-way line of the Spaulding Railroad; THENCE Westerly, along said Northerly right-of-way, 239 feet more or less, to the Southwest corner of said tract; THENCE Northerly, along the West line of said tract, 124 feet more or less, to the Northwest corner of said tract; THENCE Easterly, along the Northerly line of said tract, 144 feet more or less, to an angle point; THENCE Southerly, continuing along said Northerly line, 4 feet more or less, to an angle point; THENCE Easterly, continuing along said Northerly line, 95 feet more or less, to the Westerly right-of-way of S. College Street; THENCE Southerly, along said Westerly right-of-way, 115 feet more or less, to the Point of Beginning.

Exception Parcel #10

A portion of that tract of land described by deed in that instrument recorded as Film Volume 103, Page 739, Yamhill County Deed Records and being more particularly described as follows:

Beginning at the Northwest corner of said tract of land, said point being on the South right-of-way line of the Spaulding Railroad right-of-way; THENCE Easterly, along said South right-of-way, 581 feet more or less, to the West right-of-way line of S. College Street; THENCE Southerly, along said West right-of-way, 28 feet more or less, to the Northwesterly right-of-way of the Highway 18 Newberg-Dundee Bypass; THENCE Southwesterly, along said Northwesterly right-of-way, 462 feet more or less, to the South line of said tract; THENCE Westerly, along said South line, 224 feet more or less, to the Westerly line of said tract; THENCE Northerly, along said Westerly line, 293 feet more or less, to the Point of Beginning.

Exception Parcel #11

That tract of land described by deed in Instrument Number 2021-00404, Yamhill County Deed Records and being more particularly described as follows:

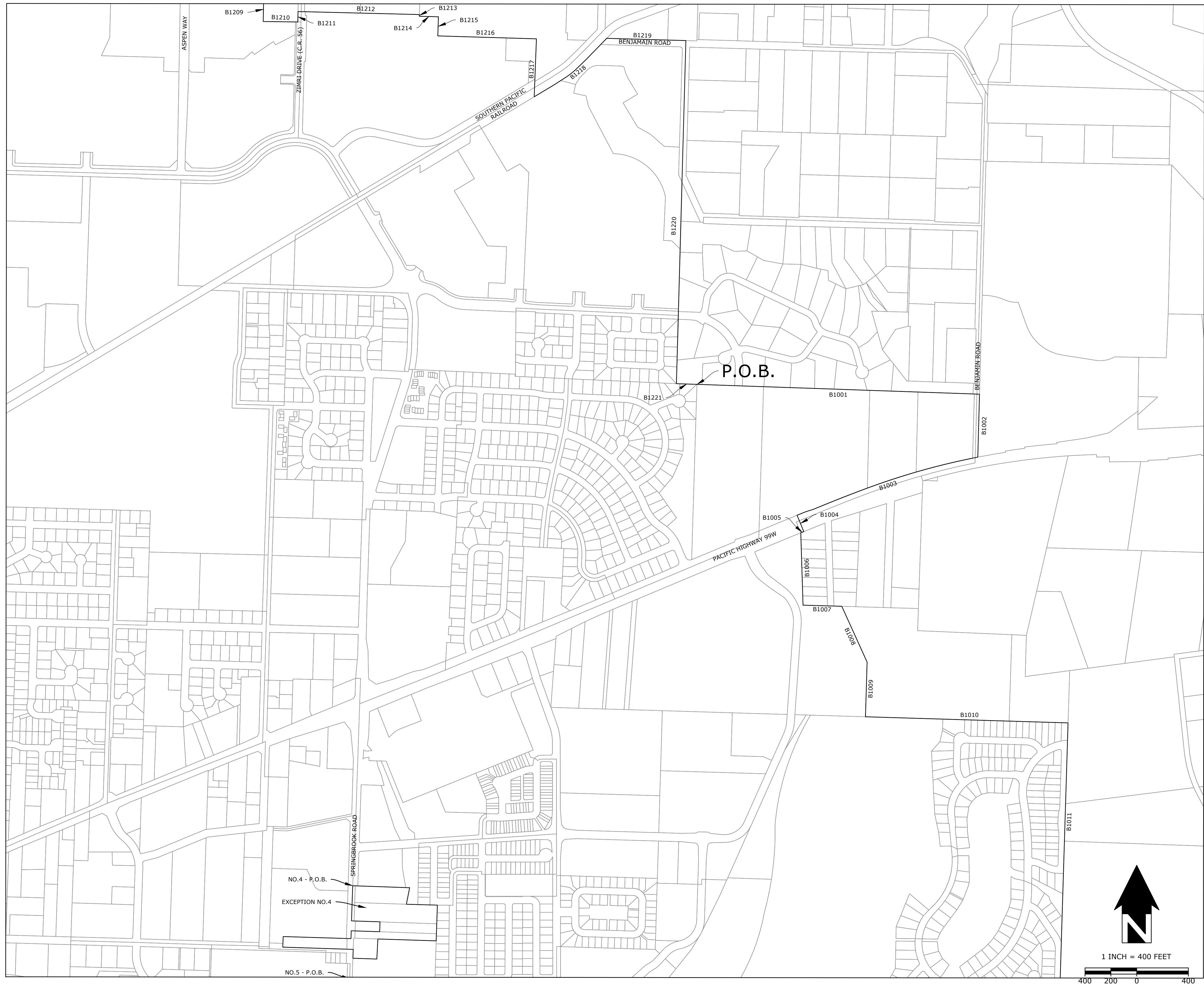
Beginning at the Northwest most corner of said tract, said point being on the East right-of-way line of Waterfront Street (County Road 65); THENCE Easterly, along the North line of said tract, 148 feet more or less, to an angle point; THENCE Southeasterly, along the Northeasterly line of said tract, 151 feet more or less, to the Southerly line of said tract; THENCE Southwesterly, along said Southerly line, 293 feet more or less, to the Easterly right-of-way line of Waterfront Street (County Road 65); THENCE Northerly, along said Easterly right-of-way, 265 feet more or less, to the Point of Beginning.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

DIGITALLY SIGNED

OREGON
JANUARY 18, 1994
ANTHONY R. WELLER
2649

RENEWS: 6/30/22



CITY LIMITS _____
TAXLOTS - 12/07/21 _____

DIGITALLY SIGNED

RENEWS: 6/30/22

NEWBERG CITY LIMITS

CITY OF NEWBERG
414 E. FIRST ST.
NEWBERG, OR 97132

CES

13190 SW 68th Parkway, Suite 150
Tigard, Oregon 97223
503.968.6655 www.cesnw.com

REVISIONS

21/17

1000

DATE:

3146

1

PROJECT

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NORTHEAST QUADRANT MAP


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CITY LIMITS _____
TAXLOTS - 12/07/21 _____



1 INCH = 400 FEET



400 200 0 400

5

3:01 PM 2/14/2022 2/14/2022

LEGEND
CITY LIMITS
TAXLOTS - 12/07/21



REGISTERED
PROFESSIONAL
LAND SURVEYOR

DIGITALLY SIGNED

OREGON
JANUARY 18, 1994
ANTHONY R. WELLER
2649
RENEWS: 6/30/22

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NEWBERG, OR 97132

CES NW

13190 SW 68th Parkway, Suite 150
Tigard, Oregon 97223
503.968.6655 www.cesnw.com

PROJECT NO.:	DATE:	DESIGNED BY:	DRAWN BY:	REVISIONS
	3/14/6		JGH	

SOUTHWEST
QUADRANT MAP

4

5

OF

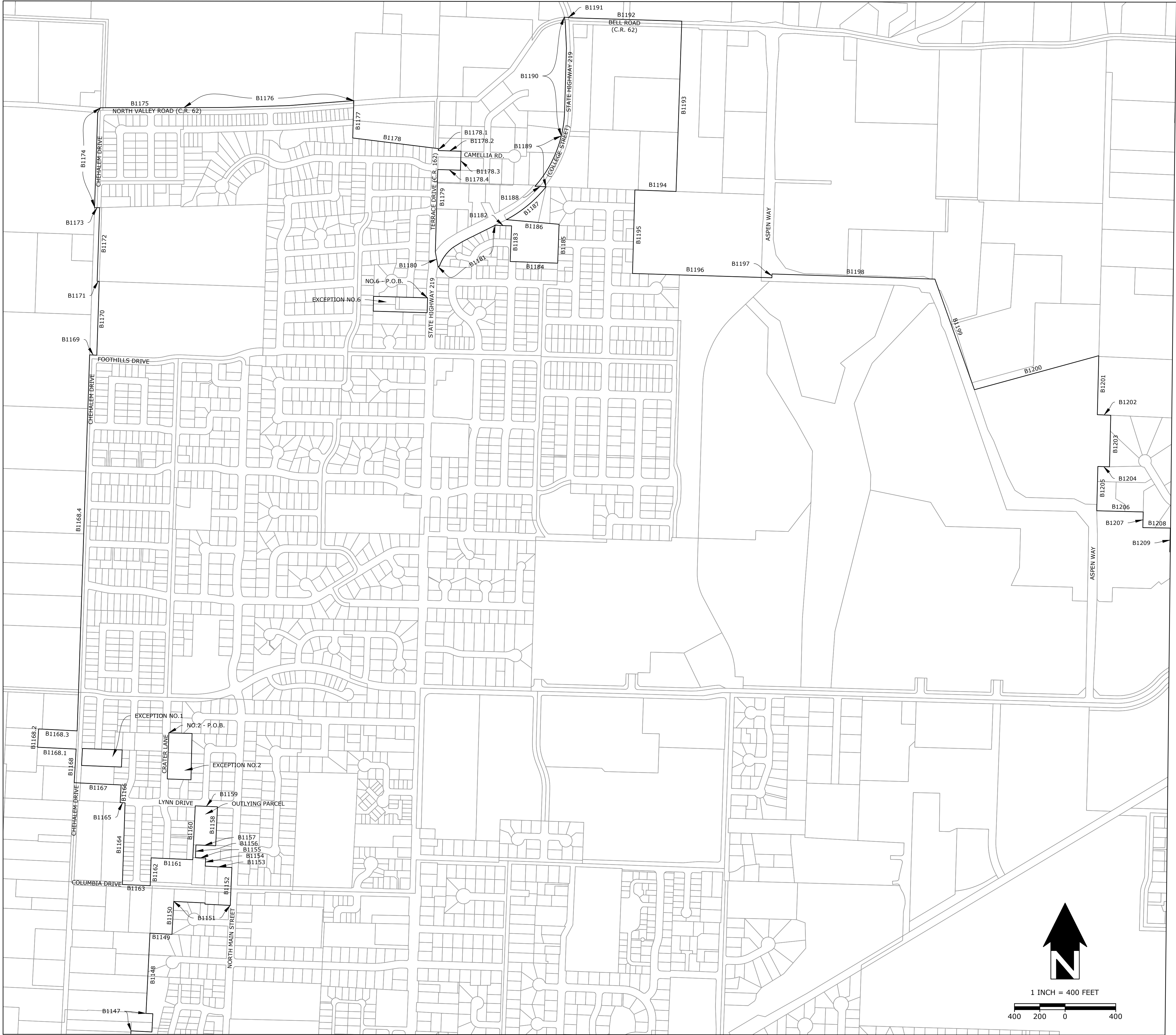
3146-BASE-CLEAN_2021-UPDATE - ANNEKED-22021.DWG

3 PLOTTED: 2/14/2022 3:01 PM

LEGEND

CITY LIMITS

TAXLOTS - 12/07/21



REGISTERED
PROFESSIONAL
LAND SURVEYOR

DIGITALLY SIGNED

OREGON
JANUARY 18, 1994
ANTHONY R. WELLER
2649
RENEWES: 6/30/22

NEWBERG CITY LIMITS

CITY OF NEWBERG
414 E. FIRST ST.
NEWBERG, OR 97132

CES NW

13190 SW 68th Parkway, Suite 150
Tigard, Oregon 97223
503.968.6655 www.cesnw.com

REVISIONS

1. ADDED ORD 2017-2015 & 2017
2. ADDED ORD 20-0714

10/23/18
04/01/21

PROJECT NO.:
DESIGNED BY:

DATE:
DRAWN BY:

3146
JGH

SHEET

5

OF

5

NORTHWEST
QUADRANT MAP

3146-BASE-CLEAN_2021-UPDATE - ANNEXED-22021.DWG

REQUEST FOR COUNCIL ACTION



Date Action Requested: March 21, 2022

Order <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Information <input type="checkbox"/>	
No. 2022-3788	
Subject: A Resolution to update the Master Fee Schedule including the addition of Dog Impounding Fees, a Body-worn Camera Public Records Request Fee and a Cottage Cluster Design Review Fee.	Staff: Dan Keuler, Senior Accountant Department: Finance File No.
Business Session	Order On Agenda:
Hearing Type: Administrative	

Recommendation:

Adopt Resolution No. 2022-3788, a resolution updating the Master Fee Schedule for the City of Newberg.

Executive Summary:

The Master Fee Schedule (MFS) was established in April 2016 with Resolution 2016-3268 and last updated in March of 2021 via Resolution 2021-3722. The MFS does not include any franchise fees, city taxes, or pass-through fees collected for other entities. Various fees are tied to consumer price index (CPI) measurements. System development charges as well as the fee-in-lieu of parking program fees are tied to the Engineering News Record Construction Cost Index for Seattle for December of each year, which for 2021 is 6.6%. All other rates subject to annual CPI increase use the Annual Average CPI-U West Region, which for 2021 is 4.5%. These fees subject to the approval of the Master Fee Schedule will be effective on April 1, 2022.

Highlight of Fee Changes:

- **City Recorder:** The City Attorney research rate within the Public Records Request charges was increased from \$92.10 per hour to \$150.00 per hour to reflect increasing legal costs related to the transition to contracted City Attorney services.
- **Finance:** The Municipal Services Statement Fees were updated as presented on the MFS to appropriately reflect the increases that took place on January 1, 2022.
- **Library:** The Lost Library Card fee of \$1.00 was removed from the fee schedule as it had been determined that the cost of replacing the cards is now very low and that it was evident that this fee disproportionately affected young readers. The Lost and Destroyed Items fee was edited to remove the opportunity to get the fine refunded if items were found within 6 months. This change is being made to simplify the library's accounting structure, and to discourage payment until an item is thoroughly searched for by the patron.
- **Permit Center:** Building, Engineering, and Planning Fees subject to CPI adjustments were updated in accordance with the above-mentioned CPI-U, with the exception of system development charges, which updated using the Engineering News Record Construction Cost Index for Seattle. Additionally, 2 Type I Administrative Planning review fees are being added. One is an ADU Design Review which is not a new type of review but is simply being added for clarity and is being set at the standard Type I Review rate of \$190.00. We are also adding a Cottage

Cluster Design Review fee set at \$380.00. This is a new fee established by the passing of Ordinance 2021-2889, which was adopted in response to changes brought about by the Oregon Legislature adopting HB 2001 in 2019. The rate is set at twice the standard Type I Review rate based on the nature of the review requiring additional staff time compared to other Type I reviews.

- **Police:** The Police department is adding two fees to their schedule as detailed below:

Dog Impounding Fees

The Police Department is adding Dog Impounding Fees which includes kenneling fees, and subsequent impounding citations. Per the Newberg Municipal Code section 6.10.080, any dog found off the premises of its owner, or off the premises of the person having control of such animal, shall be subject to being picked up and confined in a place of confinement selected by the city council which in this case is the Newberg Animal Shelter. Furthermore, per the Newberg Municipal Code section 6.10.090, the owner or person in control of such dog so picked up and/or confined may reclaim said animal upon paying to the city a per diem fee set by resolution for the care of such animal; and the term “one day” shall include any part of a day. The police department is instituting a formal process by which the owner or persons in control of such animals will complete a form (attached to the resolution as Exhibit B) and pay relevant fees to the police department which includes \$25.00 per day along with any required medical costs, charged by NASF, associated with the kenneling. Additionally, the owner would be subject to an additional charge for subsequent impounds within a 12-month period. These charges are proposed to be \$75.00 for the second impounding and \$150.00 for each additional impounding, 3rd and beyond, within a 12-month period. The NDPD, in the most recent agreement, pays \$25.00 per day through the year for the shelter to keep one kennel available for this public safety related service and this fee is intended to recover some of those costs.

Public Records Request: Body-worn camera recordings

The Police Department has established a Body-worn Camera program whereby officers on duty will be wearing body-worn cameras recording their interactions while on duty. Subject to certain restrictions, laws, and regulations, the footage recorded by these devices will be subject to public records requests. The City is setting a fee of \$70.00 plus \$35.00 per half hour of redaction prep past first hour of time it takes staff to prepare, review, redact, and download such data to a USB external storage device. This fee is based on the approximated rate for work performed by a Police Records/Evidence Technician.

- **Public Works:** There is no change to Public Works fees.

Fiscal Impact:

Fees are necessary to help the City provide municipal services and recover resources used.

Strategic Assessment:

Resolution 2022-3788 helps the City to manage and operate the City government in an efficient and effective manner.

RESOLUTION No. 2022-3788

A Resolution to update the Master Fee Schedule including the addition of Dog Impounding Fees, a Body-worn Camera Public Records Request Fee and a Cottage Cluster Design Review Fee.

Recitals:

1. The City performs and offers certain services, the cost of which are most reasonably borne by the resident, as opposed to paying for said services from general City funds.
2. In April, 2016, the City established a Master Fee Schedule via Resolution 2016-3268 to create transparency and increase efficiency in managing city services and was last updated via Resolution 2021-3722 in March of 2021.
3. The City Code was amended in December of 2021 to create the Type I cottage cluster design review fee via the adoption of Ordinance 2021-2889.
4. The City is in the process of purchasing and implementing a body-worn camera program, for which the data generated by these cameras will be subject to public records requests.
5. Per the Newberg Municipal Code section 6.10.080, any dog found off the premises of its owner, or off the premises of the person having control of such animal, shall be subject to being picked up and confined in a place of confinement selected by the city council which in this case is the Newberg Animal Shelter.
6. Per the Newberg Municipal Code section 6.10.090, the owner or person in control of such dog so picked up and/or confined may reclaim said animal upon paying to the city a per diem fee set by resolution for the care of such animal; and the term "one day" shall include any part of a day.
7. The City has met the requirement for providing an opportunity for public comment prior to the adoption of this fee resolution as required by ORS 294.160.
8. The City submitted Building fees on January 28, 2022 to the Oregon Building Codes Division and posted notice in the Newberg Graphic on January 26, 2022, per Oregon Administrative Rule 918-020-0220.

The City of Newberg Resolves as Follows:

1. To approve the Cottage Cluster Design Review fee set at \$380.00.
2. To approve and adopt the Dog Impounding Fees including a kenneling fee set at \$25.00 per day and subsequent impound citation fees of \$75.00 for the second violation and \$150.00 for additional violations beyond the second per incident per calendar year.

3. To approve the public records request fees for body-worn camera footage set at \$70.00 plus \$35.00 per half hour of redaction prep past first hour.
4. To update the Master Fee Schedule approved via Resolution No. 2022-3788 for all city departments.
5. Have the fee schedule attached to this resolution as Exhibit A take effect April 1, 2022 with the exception of fees not subject to this approval process, as they are established separately via code or resolution.

Effective Date of this resolution is April 1, 2021.

Adopted by the City Council of Newberg, Oregon, this 22nd day of March, 2022

Sue Ryan, City Recorder

Attest by the Mayor this ____ day of March, 2022.

Rick Rogers, Mayor

Resolution 2022-3788 Exhibit A
Master Fee Schedule

CITY RECORDER	
PUBLIC RECORDS FEES – Initially set by Resolution 2008-2771	
<i>Research Requests – These fees are in addition to any copy, shipping, and handling fees. When research is less than 15 minutes, research fees may be waived. Research is charged at 1 hour minimum and billed in 15 minute increments after 1 hour.</i>	
General records research	\$60.00 per hour
City Attorney research	\$150.00 per hour
Paper Copies and prints – Fees noted are for one sided copies. For two-sided copies, fees are double those shown.	
Letter, legal, or tabloid size. Larger sizes charged at third copy party rate	25 cents per copy
Copies by third party	Actual Cost
Shipping and Handling	Actual Cost
Other Records	
City of Newberg Street maps	\$3.00
Comprehensive Plan Map and Zoning Maps	\$15.00
Custom Maps – Engineering (GIS/Large)	\$15.00 per map plus \$62.00 per hour labor

FINANCE	
GENERAL FEES	
Lien Search	\$27.00
NSF returned checks	\$25.00
MUNICIPAL SERVICES STATEMENT FEES - Administrative	
Late Fee	\$20.00 per meter
Water Connection Fee	\$20.00 per meter
Water Re-connection Fee	\$50.00 per meter

Resolution 2022-3788 Exhibit A
Master Fee Schedule

FINANCE	
MUNICIPAL SERVICES STATEMENT FEES - Public Safety Fees ¹	
Public Safety Fee	
5/8" or 3/4" meter	\$3.00
1" meter	\$7.50
1.25" meter	\$10.50
1.5" meter	\$15.00
2" meter	\$24.00
3" meter	\$48.00
4" meter	\$75.00
6" meter	\$150.00
8" meter	\$240.00
10" meter	\$345.00
Communications Officer Public Safety Fee ²	
3/4" or 5/8" meter	\$2.30
1" meter	\$5.75
1.25" meter	\$8.05
1.5" meter	\$11.50
2" meter	\$18.40
3" meter	\$36.80
4" meter	\$57.50
6" meter	\$115.00
8" meter	\$184.00
10" meter	\$483.00
12" meter	\$609.50

¹ These fees are updated via a separate approval process.

² These fees are subject to annual adjustment on July 1 by percentage index equivalent to CPI-U West annual average.

Resolution 2022-3788 Exhibit A
Master Fee Schedule

FINANCE		
MUNICIPAL SERVICES STATEMENT FEES - Transportation Utility Fee ¹		
Residential Land Uses		
Single Family Detached Housing	\$5.19	per dwelling unit
Multi-Family	\$3.51	per dwelling unit
Mobile Home	\$2.72	per dwelling unit
Non-Residential Land Uses		
Class 1 - Manufacturing	\$3.87	per 1000 sf
Class 2 - Office	\$15.25	per 1000 sf
Class 3 - Auto Repair, Clinic	\$22.21	per 1000 sf
Class 4 - Sit Down Restaurant	\$34.81	per 1000 sf
Class 5 - Convenience Store, Drive Thru	\$101.09	per 1000 sf
Class 6 - Others		
Senior Adult Housing Attached	\$2.12	per dwelling unit
Congregate Care	\$1.17	per dwelling unit
Assisted Living	\$1.53	per bed
Continued Care Retirement Community	\$1.38	per unit
Hotel	\$4.70	per room
Motel	\$3.25	per room
City Park	\$1.09	per acre
County Park, Farmland, Commercial Agriculture	\$1.31	per acre
Golf Course	\$20.57	per hole
Public Elementary School	\$0.37	per student
Public Middle/Junior High School	\$0.47	per student
Public High School	\$0.50	per student
Private School (K-12)	\$1.43	per student
Junior/Community College	\$0.71	per student
University/College	\$0.99	per student
Quick Lubrication Veh. Shop	\$13.39	per service position
Gas/serve Station	\$56.29	per fueling position
Gas/Serve Station with Conv. Market	\$41.24	per fueling position
Food Cart	\$49.58	per food cart

¹ These fees are updated via a separate approval process.

Resolution 2022-3788 Exhibit A
Master Fee Schedule

FINANCE	
MUNICIPAL SERVICES STATEMENT FEES - Water Service Charges ¹	
Service Charge (\$/month)	\$3.25
Meter Charge (\$/month)	
3/4" meter	\$17.96
1" meter	\$30.53
1.5" meter	\$59.27
2" meter	\$95.19
3" meter	\$179.60
4" meter	\$299.93
6" meter	\$598.07
8" meter	\$957.27
10" meter	\$1,496.07
Nonpotable Meter Charge (\$/month)	
4" meter	\$62.21
8" meter	\$195.75
Volume Charge (\$/ccf)	
Single Family Residential	\$4.29
Multi-family Residential	\$3.50
Commercial	\$4.34
Industrial	\$4.89
Irrigation	\$8.03
Outside City	\$6.43
Public Agency	\$4.78
Non-Potable	\$2.80

¹ These fees are updated via a separate approval process.

Resolution 2022-3788 Exhibit A
Master Fee Schedule

FINANCE	
MUNICIPAL SERVICES STATEMENT FEES - Wastewater Service Charges ¹	
Service Charge (\$/month)	\$30.11
Multi-family per unit Charge	\$24.88
Volume Charge (\$/ccf)	
Single Family Residential	\$9.46
Multi-family Residential	\$9.46
Commercial 1	\$9.46
Commercial 2	\$12.00
Commercial 3	\$19.69
Industrial	\$12.00
Outside City	\$9.45
Sewer Only (no water service) Flat Rate including monthly service charge	\$77.41
MUNICIPAL SERVICES STATEMENT FEES - Stormwater Service Charges ¹	
Service Charge (\$/month)	\$14.54

¹ These fees are updated via a separate approval process.

Resolution 2022-3788 Exhibit A
Master Fee Schedule

LIBRARY	
Damage to Items	Time & Materials (up to replacement cost)
Lost or Destroyed Items	Price of the item. <i>Fines are set by CCRLS</i>
Computer Printing & Copies	20¢ each B & W 50¢ each Color
Exam Proctoring Fee	10¢ each B & W; 50¢ each color per page for printing \$5.00 per test
Inter Library Loan Fee	\$10 each after 10 items per year
Non-resident Library Card Fee	\$79 per year-Household
Scholarship (donated funds) may be available for those unable to pay the fee	\$40 for 6 months \$70 per year- Senior, \$35 for 6 months Free card to youth 18 and younger (Newberg materials only)

Master Fee Schedule

BUILDING	
PERMIT CENTER FEES	
Building Permit Fees - Valuation Table^{1,2}	
\$1 - \$500	\$95.69
\$501 - \$2,000	\$95.69 for the first \$500 plus \$1.50 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 - \$25,000	\$118.19 for the first \$2,000 plus \$7.80 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 - \$50,000	\$297.59 for the first \$25,000 plus \$5.85 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$443.84 for the first \$50,000 plus \$3.90 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 and above	\$638.84 for the first \$100,000 plus \$3.25 for each additional \$1,000 or fraction thereof
Demolition Permit	\$95.69 flat fee – Complete Based on building value – Partial
Fire Alarm Permit, Fire Sprinkler Permit – Commercial, Fire Suppression Permit – for Type 1 Hood	Use Building Valuation Table
Fire Sprinkler Permit – Residential Stand Alone	Not part of the plumbing system, requires a building permit and plumbing (backflow) permit
Solar	\$95.69 - Prescriptive Based on Building Value - Non-Prescriptive
Building Plan Review Fee	85% of the Building Permit Fee
Fire and Life Safety Plan Review Fee	60% of the Building Permit Fee
Construction Excise Tax	1% of the building permit valuation Partial residential exemption of 50% available - subject to deed restriction
Community Development Fee¹	.75% of the project valuation

¹ See Glossary for Valuation Definitions² See Glossary for ICC Valuation Data February 2022

Resolution 2021-3788 Exhibit A
Master Fee Schedule

BUILDING	
PERMIT CENTER FEES	
Grading Permit Fees - Valuation Table	
0 – 50 Cubic Yards	No permit required
51 - 100 Cubic Yards	\$95.69
101 - 1,000 Cubic Yards	\$95.69 for the first 100 Cubic Yards plus \$21.68 for each additional 100 Cubic Yards or fraction thereof
1,001 - 10,000 Cubic Yards	\$290.81 for the first 1,000 Cubic Yards plus \$29.48 for each additional 1,000 Cubic Yards or fraction thereof
10,001 – 100,000 Cubic Yards	\$556.13 for the first 10,000 Cubic Yards plus \$82.10 for each additional 10,000 Cubic Yards or fraction thereof
100,001 Cubic Yards and above	\$1,295.03 for the first 100,000 Cubic Yards plus \$45.23 for each additional 100,000 Cubic Yards or fraction thereof
Grading Plan Review Fee¹	85% of the Grading Permit Fee
Phased Permit Fees¹	\$309.25 plus 10% of the Building Permit Fee with a maximum of \$1,500 excluding Phase 1
Other Fees:	
Inspections Outside of normal business hours	\$95.69 per hour minimum of 2 hours
Additional plan review required by changes, additions or revisions to approved plans, Inspections for which no fee is specifically indicated, occupancy change	\$95.69 first hour, fraction thereof each ¼ hour, minimum of 1 hour
Reinspection Fee	\$95.69 each
Investigation Fee	\$95.69 per hour minimum ¼ hour
Deferred Submittal	\$247.39 for each deferred or 10% of the permit fee for the value of the deferred work, whichever is greater

¹ See Glossary for Valuation Definitions

Master Fee Schedule

BUILDING - Mechanical		
PERMIT CENTER FEES		
Furnace:	Res Fee	Com Value
FAU/Gravity Furnace <100K BTU	\$23.59	\$1,785.98
FAU/Gravity Furnace > 100K BTU	\$23.59	\$2,060.75
Wall/Floor/Suspended/Mounted	\$23.59	\$1,785.98
Other Heating Units:		
Wood/Fireplace/Masonry/Factory Built	\$38.57	\$1,373.84
Room Heaters, Non-Portable	\$23.59	\$137.39
Appliance Vents and Air Ducts	\$13.09	\$824.31
Boilers/Compressors/Absorption Systems:		
1 - 100K BTU	\$22.10	\$1,785.98
101K – 500K BTU	\$35.84	\$3,159.81
501K – 1,000K BTU	\$49.04	\$4,258.87
1,001K – 1,750K BTU	\$71.50	\$6,319.80
> 1,750K BTU	\$116.43	\$9,204.66
Air Handler:		
1 - 10K CFM	\$17.61	\$2,060.75
>10K CFM	\$23.59	\$2,060.75
Evaporative Coolers	\$23.59	\$1,785.98
Ventilation and Exhaust:		
Ventilation Fan – Single Duct	\$13.09	\$824.31
Ventilation System	\$17.61	\$824.31
Exhaust Hoods	\$17.61	\$1,373.84
Incinerator:		
Domestic	\$26.60	N/A
Commercial/Industrial	N/A	\$8,517.76
Gas Piping:		
Gas Pipe Outlet 1-4	\$16.10	\$684.88
Gas Pipe Outlet Each Outlet over 4	\$7.10	\$137.39
Miscellaneous: Clothes Dryer/Water Heater/Etc.	\$17.61	N/A
Minimum Fee (<i>min fee is charged unless the calculated fee is greater</i>):	\$95.69	N/A

Resolution 2022-3788 Exhibit A
Master Fee Schedule

BUILDING - Mechanical	
PERMIT CENTER FEES	
Mechanical Permit Fee - Valuation Table – Commercial/Industrial	
\$1 - \$2,000	\$95.69
\$2,001 - \$5,000	\$95.69 for the first \$2,000 and \$2.30 for each additional \$100 or fraction thereof, to and including \$5,000
\$5,001 - \$10,000	\$164.69 for the first \$5,000 and \$1.80 for each additional \$100 or fraction thereof, to and including \$10,000
\$10,001 - \$50,000	\$254.69 for the first \$10,000 and \$1.50 for each additional \$100 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$854.69 for the first \$50,000 and \$1.25 for each additional \$100 or fraction thereof, to and including \$100,000
\$100,001 and above	\$1,479.69 for the first \$100,000 and \$1.10 for each additional \$100 or fraction thereof
Type 1 Hood	Use Mechanical valuation table
Mechanical Plan Review Fee	50% of the Mechanical permit fee

Resolution 2022-3788 Exhibit A
Master Fee Schedule

BUILDING - Plumbing	
PERMIT CENTER FEES	
1 & 2 Family New:	
1 Bath	\$232.08
2 Bath	\$306.96
3 Bath	\$381.84
Each additional bath/kitchen	\$95.69
1 & 2 Family Alteration	
Per Fixture	\$22.47
1 & 2 Family Fire Sprinkler system – multi-purpose (is part of the plumbing system):	
0 - 2,000 Square Feet	\$95.69
2,001 - 3,600 Square Feet	\$127.55
3,601 - 7,200 Square Feet	\$159.46
>7,201 Square Feet	\$223.23

Resolution 2022-3788 Exhibit A
Master Fee Schedule

BUILDING - Plumbing	
PERMIT CENTER FEES	
Commercial:	
Per Fixture	\$22.47
Water/Sanitary/ Sewer:	
First 100 Feet	\$95.69
Each additional	\$37.45
1 & 2 Family Rain Drains: Downspouts	\$95.69
Miscellaneous:	
Alternative Water Heating	\$95.69
Backflow Device	\$95.69
Minimum Fee: Minimum Fee is charged unless the calculated fee is greater	\$95.69
Medical Gas Permit Fee - Valuation Table	
\$1 - \$25,000	\$300.88
\$25,001 - \$50,000	\$300.88 for the first \$25,000 + \$5.85 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$447.13 for the first \$50,000 + \$3.90 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 and above	\$642.13 for the first \$100,000 + \$3.25 for each additional \$1,000 or fraction thereof
Plumbing Plan Review Fee	50% of the Plumbing Permit Fee
Technology Fee (This fee will be added to all Planning, Engineering and Building Fees. This does not apply to System Development Charges.)	5% of the permit amount

Master Fee Schedule

BUILDING - Manufactured Parks									
PERMIT CENTER FEES									
Manufactured Dwelling Park Permit Fee – Table 1									
Park Class	\$1 - \$500					\$15.00			
	\$501 - \$2,000					\$15.00 for the first \$500 plus \$2.00 for each additional \$100 or fraction thereof, to and including \$2,000			
	\$2,001 - \$25,000					\$45.00 for the first \$2,000 plus \$9.00 for each additional \$1,000 or fraction thereof, to and including \$25,000			
	\$25,001 - \$50,000					\$252.00 for the first \$25,000 plus \$6.50 for each additional \$1,000 or fraction thereof, to and including \$50,000			
	\$50,001 - \$100,000					\$414.50 for the first \$50,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$100,000			
	\$100,001 - \$500,000					\$639.50 for the first \$100,000 plus \$3.50 for each additional \$1,000 or fraction thereof, to and including \$500,000			
	\$500,001 - \$1,000,000					\$2,039.50 for the first \$500,000 plus \$2.00 for each additional \$1,000 or fraction thereof, to and including \$1,000,000			
	\$1,000,001 and above					\$3,039.50 for the first \$1,000,000 plus \$2.00 for each additional \$1,000 or fraction thereof			
	Manufactured Dwelling Park Valuation Fee - Table 2 ¹								
Spaces Per Acre									
	4	5	6	7	8	9	10	11	12
A	20,625.00	19,282.85	18,164.40	17,269.64	16,374.86	15,703.79	15,256.41	14,998.85	14,809.04
B	19,237.42	18,261.59	16,776.82	15,882.05	14,987.30	14,316.21	13,868.85	13,645.14	13,295.63
C	18,566.33	17,573.70	16,105.75	15,210.97	14,920.88	13,645.14	13,197.76	12,974.06	12,750.36

¹ See glossary for definitions

Master Fee Schedule

BUILDING - Manufactured Parks	
PERMIT CENTER FEES	
Formula for Manufactured Dwelling Park Permit and Plan Review Fee:	
1. Square Feet of Area being developed ÷ 43,560 (43,560 = 1 acre)	
2. Number of spaces ÷ number of acres = valuation in Table 2	
3. Valuation in Table 2 x Number of spaces = Permit Fee in Table 1	
4. The Permit Fee is taken from Table 1	
5. The Plan Review Fee is 85% of the Permit Fee	

BUILDING - Recreational Parks	
PERMIT CENTER FEES	
Recreational Park Permit Fee – Table 1	
\$1 - \$500	\$15.00
\$501 - \$2,000	\$15.00 for the first \$500 plus \$2.00 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 - \$25,000	\$45.00 for the first \$2,000 plus \$9.00 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 - \$50,000	\$252.00 for the first \$25,000 plus \$6.50 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$414.50 for the first \$50,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 - \$500,000	\$639.50 for the first \$100,000 plus \$3.50 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 - \$1,000,000	\$2,039.50 for the first \$500,000 plus \$2.00 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and above	\$3,039.50 for the first \$1,000,000 plus \$2.00 for each additional \$1,000 or fraction thereof

Resolution 2022-3788 Exhibit A
Master Fee Schedule

BUILDING - Recreational Parks										
PERMIT CENTER FEES										
Park Class	Recreational Park Valuation Fee ¹ - Table 2									
	Spaces Per Acre									
	6	8	10	12	14	16	18	20	22	
	A	2,637	2,470	2,320	2,189	2,074	1,978	1,907	1,849	1,798
	B	2,483	2,317	2,176	2,035	1,920	1,824	1,754	1,696	1,645
C	1,792	1,626	1,485	1,344	1,229	1,133	1,062	1,005	954	
Formula for Recreational Park Permit and Plan Review Fee:										
1. Square Feet of Area being developed ÷ 43,560 (43,560 = 1 acre)										
2. Number of spaces ÷ number of acres = valuation in Table 2										
3. Valuation in Table 2 x Number of spaces = Permit Fee in Table 1										
4. The Permit Fee is taken from Table 1										
5. The Plan Review Fee is 85% of the Permit Fee										

BUILDING - Manufactured Building	
PERMIT CENTER FEES	
Manufactured Building Permit Fees:	
Manufactured Building in a Park	\$691.68 Flat Fee
Manufactured Building Elsewhere	\$854.40 Flat Fee
Manufactured Building Commercial	Based on Building Value

¹ See glossary for definitions

Resolution 2022-3788 Exhibit A
Master Fee Schedule

PLANNING	
PERMIT CENTER FEES	
Pre-Application Review	\$100.00
Type I (Administrative Review):	
Any Type I action not specifically listed in this section	\$190.00
ADU Design Review	\$190.00
Cottage Cluster Design Review	\$380.00
Property Consolidation	\$190.00
Code Adjustment	\$475.00
Design Review – (Commercial/Industrial minor addition review)	0.3% of project value, \$475 minimum
Minor modification or extension of Type I decision	\$190.00
Major modification of Type I decision	50% of original fee
Partition final plat	\$954 + \$83 per parcel
Property line adjustment	\$954.00
Sign review	\$84 + \$1 per sq. ft. of sign face
Subdivision, PUD or Condominium final plat	\$1,912 + \$83 per lot or unit
Type II (Land Use Decision):	
Any Type II action not specifically listed in this section	\$954.00
Minor modification or extension of Type II decision	\$190.00
Major modification of Type II decision	50% of original fee
Design Review (Including Mobile/Manufactured Home Parks)	0.6% of total project cost, \$954 minimum
Partition preliminary plat	\$954 + \$83 per parcel
Subdivision preliminary plat	\$1,912 + \$83 per lot
Variance	\$954.00
Type III (Quasi-Judicial Review)	
Any Type III action not specifically listed in this section	\$2,026.00
Annexation	\$2,663 + \$254 per acre
Comprehensive plan amendment (Site specific)	\$2,496.00
Conditional Use Permit	\$2,026.00

Resolution 2022-3788 Exhibit A
Master Fee Schedule

PLANNING	
PERMIT CENTER FEES	
Minor modification or extension of Type III decision	\$190.00
Major modification of Type II decision	50% of original fee
Historic Landmark establishment or modification	\$0.00
Historic Landmark elimination	\$2,323.00
Planned Unit Development	\$4,046 + \$83 per unit
Subdivision preliminary plat	\$1,912 + \$83 per lot
Zoning Amendment (site specific)	\$2,523.00
Type IV (Legislative amendments)	
Comprehensive plan text amendment or large scale map revision	\$2,870.00
Development Code text amendment or large scale map revision	\$2,870.00
Appeals	
Type I or II Appeal to Planning Commission	\$547.00
Type I or II Appeal to City Council	\$992.00
Type III Appeal to City Council	\$1,165.00
Type I Adjustments or Type II variances that are not designed to regulate the physical characteristics of a use permitted outright	\$307.00
Exhibitor license fee appeal to the City Council	50% of Exhibitor License Fee
Other Fees:	
Technology Fee (This fee will be added to all Planning, Engineering and Building Fees. This does not apply to System Development Charges.)	5% of the permit amount
Expedited Land Division	\$7,109 + \$83 per lot or unit
Urban Growth Boundary amendment	\$4,543.00
Vacation of Public Right-of-Way	\$1,885.00
Fee-in-lieu of Parking Program	\$14,689 per vehicle space
Bike Rack Cost Sharing Program	\$100 per rack
License Fees:	
Temporary Merchant	\$113/45 days or \$377 perpetual
Home Occupation	\$25.00
Business License	\$50.00
Peddler/Solicitor/Street Vendor License	No additional fees – business license fee only
Exhibitor License	\$140 Application Fee

Resolution 2022-3788 Exhibit A
Master Fee Schedule

POLICE	
Alarm Permit: False alarms – First 2 free, 3 to 9 false alarms	\$50.00 per incident per calendar year
Alarm Permit: False alarms – Over 10	\$100 per incident per calendar year
Dance Permit	\$10.00
Liquor License Applications	\$25.00
Dog Impound Fees	
Kenneling Fees	\$25.00 per day, plus required medical costs associated with
Subsequent impound citation – 2nd violation	\$75.00 per incident per calendar year
Subsequent impound citation – 3rd + violations	\$150.00 per incident per calendar year
Police Public Records	
Certified Background Check	\$35.00 per person
Electronic documents or file copied to CD or DVD	\$13.50 per disk
Photographs from negatives or slides	\$15.00 for first photo plus \$1.00 per photo each additional photo
Reports, up to 10 pages	\$15.00
Reports over 10 pages	\$27.18/hour labor over ½ hour plus copying, shipping & handling fees
Tapes: Audio	\$37.00
Body Cam (USB)	\$70.00 plus \$35.00 per half hour of redaction prep past first hour
Tapes: VHS or VHS to CD / USB	\$39.00

Resolution 2022-3788 Exhibit A
Master Fee Schedule

PUBLIC WORKS - Operations	
Newgrow Compost (Bulk)	Fees set by City Manager
Newgrow Compost (Bag)	Fees set by City Manager
Sawdust	\$30.00 per cubic yard
Septic Drop-off (permitted septic companies only)	\$.15 per gallon
Recreational Vehicle Waste	\$5.00 per vehicle

PUBLIC WORKS - Maintenance	
Hydrant Meter Fees	
Non-refundable Application Fee	\$150 (covers first 10,000 gallons of water used)
Water usage fee > 10,001 gallons	Charged at the current commercial volume rate
Billing Fee	\$10/month
Rental Fee	\$50/month

Resolution 2022-3788 Exhibit A
Master Fee Schedule

PUBLIC WORKS - Engineering		
PERMIT CENTER FEES		
System Development Charges ²		
Wastewater Development Fee ¹ :		
For the first 18 fixture units	\$7,983.75	
Per each fixture unit over 18	\$444.86	
Efficiency Dwelling Unit ¹ (per each fixture unit)	\$444.86	
Water Development Fee ¹ :	Potable	Nonpotable
3/4" meter	\$6,443.86	\$4,232.74
1" meter	\$10,954.32	\$7,195.39
1.25" meter	\$16,109.67	\$10,581.84
1.5" meter	\$21,265.04	\$13,968.31
2" meter	\$34,152.76	\$22,432.46
3" meter	\$64,440.01	\$42,326.06
4" meter	\$107,614.99	\$70,685.14
6" meter	\$212,652.94	\$139,676.40
8" meter	\$341,532.96	\$224,328.51
10" meter	\$494,040.49	\$324,500.67
Efficiency Dwelling Unit ¹	\$456.86	
Storm System Development Fee: ¹		
Single Family - Equivalent Dwelling Unit (EDU) ¹	\$438.28 flat fee	
Other than Single Family	(Impervious Area/2877) x \$438.28	

¹ See glossary for definitions

² These fees are established via a separate approval process, but increased in accordance with the inflationary index established in the Newberg Municipal Code.

Resolution 2022-3788 Exhibit A
Master Fee Schedule

PUBLIC WORKS - Engineering			
PERMIT CENTER FEES			
Transportation Development Fee²:			
Single Family – LDR per unit	\$7,617.87		
Multi Family – MDR per unit	\$5,004.00		
Condominium	\$3,883.97		
Manufactured Home – in a park	\$4,481.50		
Manufactured Home – Elsewhere	\$7,617.87		
Commercial/Industrial	See formula in Transportation System Plan		
Efficiency Dwelling Unit ¹	\$1,924.87		
Wastewater Connection Fee	Actual costs		
Water Connection Fee	Actual costs		
Signalization Fee - Single Family	\$245.89		
	BASE	ADDITIONAL	PER
Sidewalk or Driveway approach permit and inspection	\$31.79	\$0.30	Square Feet
Public street ADA ramp review and inspection	\$37.78	N/A	Each ramp
Land Use Review Fees:	BASE	ADDITIONAL	PER
Planning review, Partition, Subdivision, and Planned Unit Development (Type II/III applications)	\$310.06	\$13.78	lot after 19
	2-19 lots		
Final plat review, partition and subdivision	\$310.06	\$7.79	each lot or parcel
Development Review for public improvements on Commercial, Industrial, Institutional zone, and Multifamily developments	\$433.62	\$247.69	Additional first acre

¹ See glossary for definitions

² These fees are established via a separate approval process, but increased in accordance with the inflationary index established in the Newberg Municipal Code.

Resolution 2022-3788 Exhibit A
Master Fee Schedule

PUBLIC WORKS - Engineering			
PERMIT CENTER FEES			
Construction/Site Development Plan Review and Inspection Fees	BASE	ADDITIONAL	PER
Erosion Control Plan review and inspection:			
500 To 5000 Square Feet disturbed	\$185.31	N/A	each permit
5001 Square Feet to less than 1 acre disturbed	\$433.62	N/A	each permit
1 acre and larger disturbed	By DEQ permit	N/A	N/A
Technology Fee (This fee will be added to all Planning, Engineering and Building Fees. This does not apply to System Development Charges.)	5% of the permit amount		
Site Improvement:			
Public Improvement site development permit – refer to application form for additional fee details	5%	N/A	Public construction cost estimate
Single Family house Site Plan Review, stormwater review and Engineering Building permit final	\$185.31	N/A	EACH PERMIT
Stormwater: Commercial/Industrial/Multi Family private facility storm drainage plan review and final inspection for water quality/quality facilities	\$371.24 First Acre	\$92.95 Additional Developed Acre	
Reinspection Fee	\$62.38		
Hardship Requests	\$247.69		
Utility Right of Way Non-refundable Application Fee	\$500.00		
Right of Way, Easement Review	\$310.06		
Subsurface Permit for Franchise	\$185.31		
Stormwater Fee in lieu - Private	\$1.50/SF		
Stormwater Fee in lieu - Public	\$2.00/SF		

Building Permit Fees - Building Valuation Table (see page 24): The Fee complies with the definition of “valuation” in Section 423 of the State of Oregon Structural Specialty Code and includes Architectural, Structural, Electrical, Plumbing, Heating, Ventilation Devices and Equipment. The valuation also includes the contractor’s profit which should not be omitted. The determination of value or valuation under any provisions of this code shall be made by the Building Official. The value shall be the estimated amount from the City of Newberg building valuation data table or the estimated value including all construction work for which the permit is issued as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems and any other permanent equipment, whichever is greater.

The square foot construction costs table determines the cost of the project by the building use and type of construction. To calculate the valuation, the cost per square foot is multiplied by the projects total square footage. For projects where square footage is not added, the value is calculated by multiplying product value by 1.6 to determine valuation.

NEWBERG MASTER FEE GLOSSARY FOR 2022-23

Valuation Table ICC Valuation Data February 2022

SQUARE FOOT CONSTRUCTION COSTS		TYPE OF CONSTRUCTION								
GROUP	(INTERNATIONAL BUILDING CODE)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1	ASSEMBLY, THEATERS, WITH STAGE	309.06	298.66	291.64	280.58	263.98	255.82	272.02	244.80	237.02
A-1	ASSEMBLY, THEATERS, WITHOUT STAGE	282.85	272.45	265.42	254.37	237.77	229.61	245.81	218.59	210.80
A-2	ASSEMBLY, NIGHTCLUBS	237.31	230.23	224.56	215.36	202.99	197.40	207.69	183.68	177.40
A-2	ASSEMBLY, RESTAURANTS, BARS, BANQUET HALLS	236.31	229.23	222.56	214.36	200.99	196.40	206.69	181.68	176.40
A-3	ASSEMBLY, CHURCHES	286.90	276.49	269.47	258.42	242.23	234.07	249.86	223.05	215.26
A-3	ASSEMBLY, GENERAL, COMMUNITY HALLS, LIBRARIES, MUSEUMS	244.77	234.37	226.34	216.29	198.94	191.79	207.73	179.77	172.98
A-4	ASSEMBLY, ARENAS	281.85	271.45	263.42	253.37	235.77	228.61	244.81	216.59	209.80
B	BUSINESS	240.90	232.07	223.51	214.08	194.91	187.36	205.68	172.02	164.34
E	EDUCATIONAL	257.70	248.89	242.35	231.90	216.47	205.54	223.92	189.21	183.31
F-1	FACTORY AND INDUSTRIAL, MODERATE HAZARD	144.93	138.11	130.39	125.40	112.49	107.10	120.02	92.69	86.88
F-2	FACTORY AND INDUSTRIAL, LOW HAZARD	143.93	137.11	130.39	124.40	112.49	106.10	119.02	92.69	85.88
H-1	HIGH HAZARD, EXPLOSIVES	135.29	128.47	121.75	115.76	104.14	97.75	110.39	84.34	N.P.
H234	HIGH HAZARD	135.29	128.47	121.75	115.76	104.14	97.75	110.39	84.34	77.53
H-5	HPM	240.90	232.07	223.51	214.08	194.91	187.36	205.68	172.02	164.34
I-1	INSTITUTIONAL, SUPERVISED ENVIRONMENT	244.45	236.08	229.06	219.82	202.16	196.58	220.10	181.25	175.81
I-2	INSTITUTIONAL, HOSPITALS	401.22	392.40	383.83	374.40	354.29	N.P.	366.00	331.40	N.P.
I-2	INSTITUTIONAL, NURSING HOMES	279.15	270.32	261.76	252.33	234.64	N.P.	243.93	211.75	N.P.
I-3	INSTITUTIONAL, RESTRAINED	273.40	264.57	256.00	246.57	229.13	220.58	238.17	206.24	196.56
I-4	INSTITUTIONAL, DAY CARE FACILITIES	244.45	236.08	229.06	219.82	202.16	196.58	220.10	181.25	175.81
M	MERCANTILE	177.02	169.94	163.27	155.07	142.48	137.88	147.40	123.17	117.89
R-1	RESIDENTIAL, HOTELS	246.94	238.56	231.54	222.30	204.35	198.77	222.58	183.44	178.00
R-2	RESIDENTIAL, MULTIPLE FAMILY	206.81	198.43	191.41	182.17	165.41	159.83	182.46	144.50	139.06
R-3	RESIDENTIAL, ONE- AND TWO-FAMILY	192.58	187.37	182.53	178.04	172.85	166.59	175.01	160.35	150.87
R-4	RESIDENTIAL, CARE/ASSISTED LIVING FACILITIES	244.45	236.08	229.06	219.82	202.16	196.58	220.10	181.25	175.81
S-1	STORAGE, MODERATE HAZARD	134.29	127.47	119.75	114.76	102.14	96.75	109.39	82.34	76.53
S-2	STORAGE, LOW HAZARD	133.29	126.47	119.75	113.76	102.14	95.75	108.39	82.34	75.53
U	UTILITY, MISCELLANEOUS	104.98	99.04	93.31	89.21	80.44	74.45	85.33	63.42	60.43
A. PRIVATE GARAGES AND COVERED DECKS, USE UTILITY, MISCELLANEOUS										
B. UNFINISHED BASEMENTS (GROUP R-3) = \$23.20 PER SQ. FT.										
C. FOR SHELL ONLY BUILDINGS DEDUCT 20 PERCENT										
D. N.P. = NOT PERMITTED										

E. CARPORT, COVERED PORCH, PATIO, OR DECK SQUARE FOOTAGE SHALL BE CALCULATED SEPARATELY AT 50% OF THE VALUE OF A PRIVATE GARAGE FROM THE ICC BUILDING VALUATION DATA TABLE CURRENT AS OF APRIL 1 – OAR 918-050-0100

Community Development Fee: Revenues are used to cover the costs of operating the Permit Center. The Permit Center provides services including customer information, planning and zoning, and engineering review that are necessary prior to building plan review, and are not covered under Building Plan Review Fees.

Grading Plan Review Fee: The fee for Grading Permit authorizing additional work to that under a valid permit shall be the difference between the fee paid for the original permit and the fee shown for the entire project.

Manufactured Dwelling Park Valuation Fee – Table 2 Definitions

- * Deduct 10% from the valuation of parks constructed east of the cascade summit
- * Class A Parks contain paved streets, curbs and sidewalks
- * Class B Parks contain no paved streets, no curbs but have sidewalks on one side of each street
- * Class C Parks contain no paved streets, no curbs but have sidewalks on one side of each street
- * Parks containing spaces in more than one class, figure the spaces in each class; then add them together to obtain the total valuation for the park.
- * The Area Development Permit does not include permits or related fees for buildings, manufactured dwelling installations, accessory buildings or structures, mechanical, plumbing or electrical systems, boiler, or elevated or permits required by other agencies.
- * See Oregon Administrative Rule (OAR) 918-600-030 for plan review and inspection fees based on this valuation

Phased Permit Fees: in each phase of Building, Phase 1 – Foundation, Phase 2 – Building “Shell”, Phase 3 – Completion, Building Permits may be obtained as phased permits under the following conditions: 1) In each phase there must be sufficient information provided in order to allow a complete review of the plans. 2) Plans shall be prepared by a licensed Oregon architect or engineer. 3) Deferral of any submittal items shall have prior approval of the Building Official. The licensed Oregon architect or engineer of record shall list the deferred submittals on the plans and shall review the deferred submittal documents for compatibility with the design of the building prior to submittal to the Building Official for review. 4) The City of Newberg will accept plans submitted in the sequence listed for phased development. 5) Grading and site utilities are not part of the phase program.

Recreational Park Valuation Fee - Table 2 Definitions

- * Deduct 10% from the valuation of parks and camps constructed east of the cascade summit
- * Class A Parks and camps contain paved streets and electric, water and sewer service to each R.V or camping space
- * Class B Parks and camps contain electric, water and sewer service to each R.V. or camping space, but do not have paved streets
- * Class C Parks and camps contain a combination of no more than two services involving electric, water or sewer and do not have paved streets
- * When a park or camp contains spaces in more than one class, figure the spaces in each class, then add them together to obtain the total valuation

Recreational Park Valuation Fee - Table 2 Definitions (continued)

* The area developed permit does not include permits or related fees for buildings, manufactured dwelling installations, accessory buildings or structures, mechanical, plumbing or electrical systems, boiler, or elevators, or permits required by other agencies

* See Oregon Administrative Rule (OAR) 918-600-030 for plan review and inspection fees based on this valuation

PERMIT CENTER –ENGINEERING**SYSTEM DEVELOPMENT CHARGES DEFINITIONS**

Efficiency Dwelling Unit (EDU): A Studio or one bedroom dwelling unit with less than 600 square feet floor area and one bathroom. The unit is located on a lot with other dwelling units or primary uses.

Wastewater Development Fee: Revenues are used to maintain the City's Wastewater System. This fee is collected for any new connections to the City's Wastewater System and is determined by the number of fixture units i.e. sink, bathtub, etc. in the unit.

Water Development Fee: Revenues are used to maintain the City's Water System. This fee is collected for each new connection to the City's water system and is determined by the size of the water meter. Standard single family meter size is ¾".

Storm System Development Fee: Revenues are used to maintain the City's Stormwater System. This fee is collected for each new development that connects to or otherwise uses the City Stormwater System and is determined by the square feet of impervious area. Impervious surface is the hard surface area which either prevents or retards entry of water into the soil mantle and/or causes water to run off the surface in greater quantities or at an increased rate of flow from that present under natural conditions. Impervious surface areas include, but are not limited to, rooftops, concrete or asphalt paving, walkways, patios, driveways, parking lots or storage areas and trafficked gravel or other surfaces which impede the natural infiltration or runoff of surface water. An equivalent dwelling unit (EDU) is equal to 2,877 square feet of impervious area.

Transportation System Development Fee: Revenues are used for future expansion of the City's Streets. This fee is collected for each new development that connects to the City's current street system and is determined by a methodology utilizing a PM peak hour person trip-end (PMPHPT) basis for calculating future trip growth. The formula used to calculate the fee is: $SDC\ Fee^1 = UNIT \times ITE\ Trip\ Rate \times 1.68 \times \$4,436.75\ ITE\ Trip\ Generation\ Rates$.

Newberg Dundee Police Department

Dog Owner Redemption Form

Owner Name: _____ Email: _____ Phone: _____

Address: _____

Pet Name: _____ Breed: _____ Color: _____

Pet License #: _____ Dog Gender: Male / Female Spayed/Neutered: Yes / No

Intake Date: _____ Release Date: _____

Day(s) Held: _____ X Daily Rate \$25.00 \$ _____

+ Impound Fees \$ _____

+ Medical Expenses \$ _____

= Total Due \$ _____

Dog returned as a result of Impound

_____ I understand that my dog is being returned to me **AS IS**. I agree to hold the City of Newberg harmless from any demand in regards to condition of health. I understand that my dog may have come into contact with disease as a result of running at large.

_____ I understand that I have 30 days to provide proof that the above dog is current on rabies vaccine and licensing. Licensing can be issued at either Newberg Veterinary Hospital located at 3716 N. Portland Road, Newberg or Homeward Bound Pets located at 10601 SE Loop Rd, McMinnville. I understand that failure to comply within the 30-days may result in an additional licensing fees. I may also be subject to a failure to inoculate citation which has a maximum fine of \$720.00. Rabies vaccination certificates can be emailed to licensing@hbpets.org. Upon receipt of a valid rabies certificate, a confirmation receipt will be emailed to you if we have an address on file.

_____ I understand that subsequent impounds within a 12 month period will result in an increased fee and potential citation.

☐ Fee waived

☐ 1st impound = Kenneling fees (\$25.00 per day)

☐ 2nd impound = \$75.00 plus kenneling fees (\$25.00 per day)

☐ 3rd + impound = \$150.00 plus kenneling fee (\$25.00 per day)

_____ I have been given a copy of the Newberg City Ordinance 6.10.01 and 6.10.02 (Violation's Defined) and had the opportunity to ask questions about them.

Owners Signature: _____ Date: _____

Witnesses Signature: _____ Date: _____

*** You must call the Newberg Animal Shelter to schedule an appointment to pick up your dog (503) 554-9285

REQUEST FOR COUNCIL ACTION



Date Action Requested: March 21, 2022

Order ☐ Ordinance ☐ Resolution ☒ Motion ☐ Information ☐

No. 2022-3805

Subject: A Resolution adjusting the new Council District boundaries applicable to the positions of Council Members in the City of Newberg based on annexations

Staff: Doug Rux, Director
Department: Community Development
File No. GEN22-0004

Business Session

Order On Agenda: Public Hearing

Hearing Type: Administrative

Recommendation:

Adopt Resolution No. 2022-3805.

Executive Summary:

On February 7, 2022, City Council adopted Resolution 2022-3780 establishing new City Council Districts.

In The City of Newberg Resolves of Resolution No. 2022-3780, it states “3. When territory is annexed into the City, that territory will be appended to the Council district which abuts the territory. If the territory annexed abuts more than one Council district, the Council shall determine to which district or districts the territory will be appended.”

Four annexations have occurred that went into effect after the April 1, 2020, US Census was conducted. These include:

1. ANX20-0001 at 2255 NE Chehalem Drive, September 21, 2020
2. ANX21-0001 at 700 NE Camellia Drive, May 17, 2021
3. ANX21-0002 Riverfront Annexations 5 properties (NE Fourteenth Street and NE Waterfront Street), October 18, 2021
4. ANX21-0003 187.76 acres (Commercial Development Company & Oregon Department of Transportation), December 20, 2021

ANX20-0001 at 2255 NE Chehalem Drive would append to District 4 as it abuts District 4. There is one residence on this site and utilizing the 2020 US Census household size there would be 2.66 individuals.

ANX21-0001 at 700 NE Camellia Drive would append to District 4 as it abuts District 4. There is one residence on this site and utilizing the 2020 US Census household size there would be 2.66 individuals.

ANX21-0002 Riverfront Annexations 5 properties (NE Fourteenth Street and NE Waterfront Street) would append to District 3 as it abuts District 3. There are two residences in the annexed area and utilizing the 2020 US Census household size there would be 5.32 individuals.

ANX21-0003 187.76 acres (Commercial Development Company & Oregon Department of Transportation) abuts more than one Council district, Districts 3 and 6. There were no residences in the annexed area. The Council needs to determine to which district or districts the territory will be appended. There are several options to assign the annexed area. Option 1 is to follow NE Wyooski Road/S Wyooski Street with the area west of NE Wyooski Road/S Wyooski Street in District 3 and the area east of NE Wyooski Road/S Wyooski Street in District 6 as shown in Attachment 1. In this option it is estimated that there would be an additional 226 residents in the annexed area for District 3 and zero in District 6. This option splits some of the Newberg OR LLC properties into two districts.

Option 2 is to follow the proposed urban renewal district boundary line in the NE Wyooski Road/S Wyooski Street area as shown in Attachment 2. In this option it is estimated that there would be an additional 226 residents in the annexed area for District 3 and zero in District 6. This option keeps all of the Newberg OR LLC properties within a single district.

In addition to the annexations the US Census Bureau did not capture three areas in their data that need to be assigned to a district as the properties had historically been annexed into the city limits.

3355 E Fernwood Road, Springbrook Apartments (R3221 00900), ANX-13-0001, January 21, 2014. This property is surrounded by District 6. There are 120 apartment units in the project with an estimated population of 220 based on information from the Mid-Willamette Council of Governments in and email to Sue Ryan on December 7, 2021 referencing the 2020 Newberg Region Place boundary from the US Census.

2525 NE Springbrook Road (R3209 05800), ANX-14-0001, July 7, 2014. This property is part of the site of the Allison Inn & Spa. The area is surround by District 5. There are no existing residential units in the small land area.

N Daniel Drive, ANX16-003 Columbia Estates Subdivision, July 5, 2016. This area abuts District 4. There are 24 homes with an estimated population of 64.

Fiscal Impact:

No fiscal impact anticipated from the district assignments.

Strategic Assessment:

2020 Council Goals:

1. Change operational culture to one focused on Customer Service and act to Resolve Ongoing Legal Disputes.

Assigning the annexed areas to a District will provide clarity for residents and businesses on their Council representation and identifies who they can reach out to on issues to discuss with their City Councilor.

2. Further develop an operational culture that adopts and cherishes Diversity, Equity, and Inclusion as core values.

Not applicable.

3. Promote development of housing affordability such as houselessness, transitional housing, workforce housing.

Not applicable.

4. Create and support an Urban Renewal Plan and Authority.

Not applicable.

5. Collaborate with local partners and with entities like ICLEI in the development of a Sustainability program.

Not applicable.

Attachments: 1. Option 1
2. Option 2

RESOLUTION No. 2022-3805

A Resolution adjusting the new Council District boundaries applicable to the positions of Council Members in the City of Newberg based on annexations

Recitals:

1. On February 7, 2022, City Council adopted Resolution 2022-3780 establishing new City Council Districts.
2. In The City of Newberg Resolves of Resolution No. 2022-3780, it states “3. When territory is annexed into the City, that territory will be appended to the Council district which abuts the territory. If the territory annexed abuts more than one Council district, the Council shall determine to which district or districts the territory will be appended.”
3. Four annexations have occurred that went into effect after the April 1, 2020, US Census was conducted. ANX20-0001 at 2255 NE Chehalem Drive, September 21, 2020; ANX21-0001 at 700 NE Camellia Drive, May 17, 2021; ANX21-0002 Riverfront Annexations 5 properties (NE Fourteenth Street and NE Waterfront Street), October 18, 2021; and ANX21-0003 187.76 acres (Commercial Development Company & Oregon Department of Transportation), December 20, 2021.
4. The US Census Bureau did not capture three areas in their data that need to be assigned to a district as the properties had historically been annexed into the city limits. ANX-13-0001, January 21, 2014; ANX-14-0001, July 7, 2014; and ANX16-003 Columbia Estates Subdivision, July 5, 2016.

The City of Newberg Resolves as Follows:

1. ANX20-0001 at 2255 NE Chehalem Drive is appended to District 4 as it abuts District 4 (Option 2).
2. ANX21-0001 at 700 NE Camellia Drive is appended to District 4 as it abuts District 4 (Option 2).
3. ANX21-0002 Riverfront Annexations 5 properties (NE Fourteenth Street and NE Waterfront Street) would append to District 3 as it abuts District 3 (Option 2).
4. ANX21-0003 187.76 acres (Commercial Development Company & Oregon Department of Transportation) is appended as shown in (Option 2).
5. 3355 E Fernwood Road, Springbrook Apartments (R3221 00900), ANX-13-0001, January 21, 2014, is appended to District 6 (Option 2).

6. 2525 NE Springbrook Road (R3209 05800), ANX-14-0001, July 7, 2014, is appended to District 5 (Option 2).
7. N Daniel Drive, ANX16-003 Columbia Estates Subdivision, July 5, 2016, is appended to District 4 (Option 2).
8. Exhibit “A” representing Option 2 is hereby adopted and by this reference incorporated.

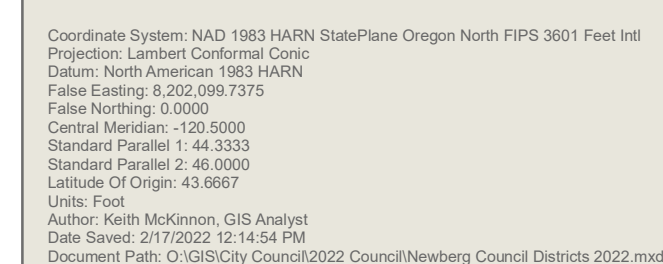
Effective Date of this resolution is the day after the adoption date, which is: March 22, 2022.

Adopted by the City Council of Newberg, Oregon, this 21st day of March, 2022

Sue Ryan, City Recorder

Attest by the Mayor this 24th day of March, 2022.

Rick Rogers, Mayor



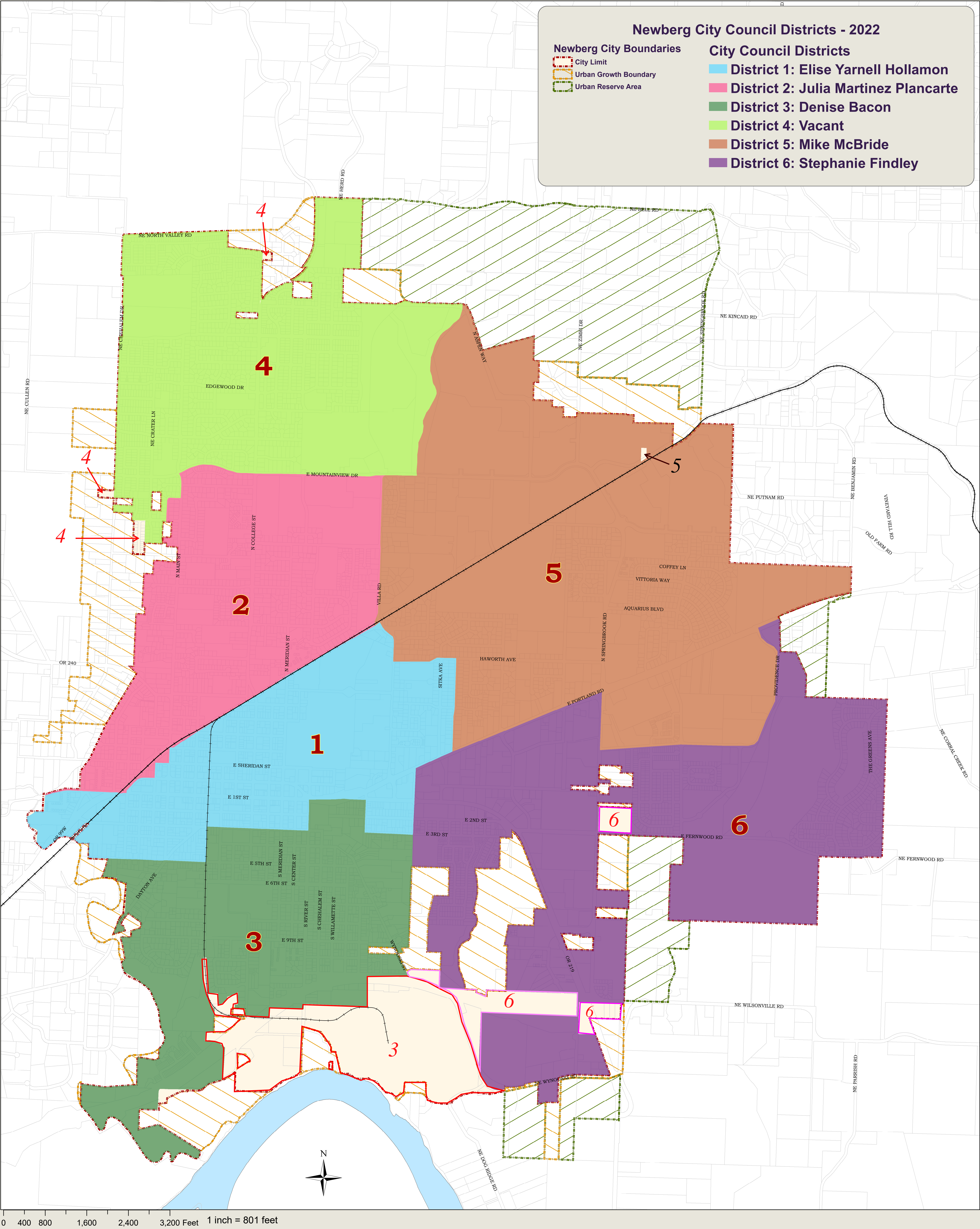
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Newberg City Council Districts - 2022

Option 1

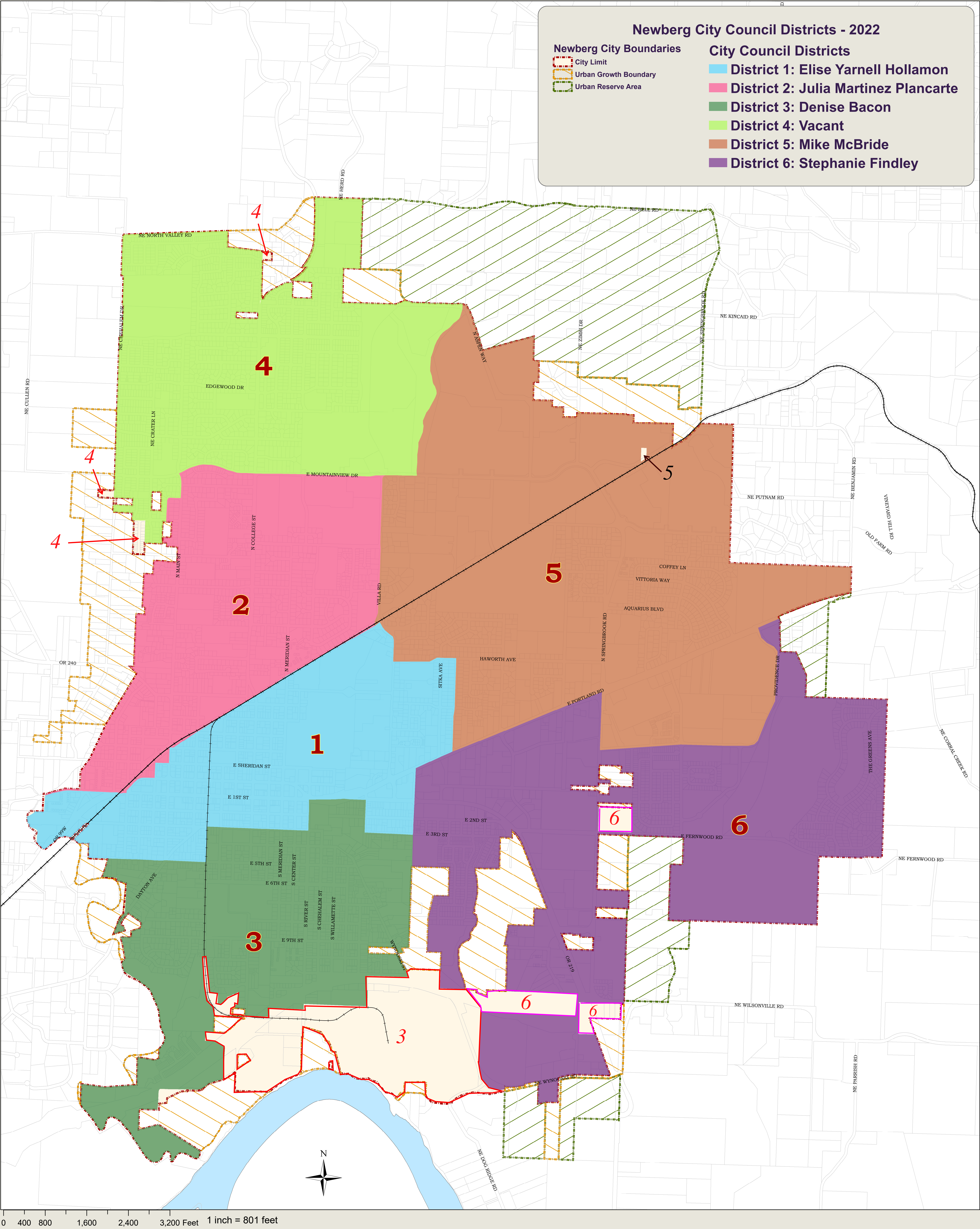


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False Northing: 0.0000
Central Meridian: -120.5000
Standard Parallel 1: 44.3333
Standard Parallel 2: 46.0000
Latitude Of Origin: 43.6967
Units: Feet
Author: Keith McKinnon, GIS Analyst
Data Saved: 3/11/2022 11:44:15 AM
Document Path: O:\GIS\City Council\2022 Council\Newberg Council Districts 2022.mxd

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Newberg City Council Districts - 2022

Option 2



REQUEST FOR COUNCIL ACTION



Date Action Requested: March 21, 2022

Order <input type="checkbox"/>	Ordinance <input type="checkbox"/>	Resolution <input type="checkbox"/>	Motion <input type="checkbox"/>	Information
Subject: Capital Improvement Program Presentation				Staff: Kaaren Hofmann, City Engineer Department: Public Works File No.
Work Session	Business Session <input type="checkbox"/>			Order On Agenda: Presentations

Executive Summary:

The Capital Improvement Program (CIP) is the implementation plan for identified facility, transportation, storm drainage, water, and wastewater projects. The capital infrastructure needs within the five-year Capital Improvement Program (CIP) are identified through a variety of sources, including master plans, City Council goals, the Community Vision, operational needs, regulatory obligations, and funding availability. The City has completed updates of the utility system master plans over the last several years to address the reduced growth and demand, add the Riverfront Master Plan area and incorporate the seismic resiliency results into the master plans. These plans show a variety of projects in all locations.

Public Works Engineering Services works closely with Public Works Operations and Maintenance to complete the identified projects on an annual basis. The fiscal year 2022-2023 Capital Improvement Program implements the planning, design, and construction of the capital infrastructure needs of the City by prioritizing projects based on an analysis of the master plans and other studies in combination with the availability of funding. The scheduled projects in the years beyond FY 2022-2023 are not intended to be a spending commitment but are included to show a proposed plan for the projects that are a priority at this particular snapshot in time.

The proposed plan has also been presented to the Rate Review Committee as a part of their work in making rate recommendations for 2023 and 2024. Attached is the proposed Five-Year Plan for public improvements.

Fiscal Impact:

	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
Total Wastewater Projects	\$4,128,247	\$2,835,357	\$2,495,744	\$4,683,830	\$4,436,009	\$3,811,510
Total Stormwater Projects	\$312,500	\$826,352	\$315,374	\$380,895	\$892,538	\$661,189
Total Transportation Projects	\$2,277,141	\$1,914,978	\$1,801,133	\$1,890,859	\$2,289,927	\$1,779,763
Total Water Projects	\$ 2,549,663	\$7,843,179	\$3,127,034	\$6,477,074	\$8,299,712	\$2,067,104
Total Multi-Funded Projects	\$6,643,669	\$4,481,061	\$482,052	\$1,410,206	\$459,008	\$534,458
Total Capital Project Program	\$15,911,220	\$17,900,927	\$8,221,338	\$ 14,842,863	\$16,377,195	\$8,854,025

Strategic Assessment:

These projects are intended to meet our regulatory requirements and City Council goals.

CAPITAL IMPROVEMENT PROGRAM



March 22, 2022

FISCAL YEARS 2022-2027



The Capital Improvement Program (CIP) is the implementation plan for identified software, City facilities, transportation, storm drainage, water, and wastewater projects. The CIP may change based on the community's needs, available budget, regulatory impacts, and other factors.

CAPITAL IMPROVEMENT PROGRAM

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CAPITAL IMPROVEMENT PROGRAM

INTRODUCTION

The City Council Goals of Customer Service; Diversity, Equity, and Inclusion; Affordable Workforce Housing; Urban Renewal; and Sustainability flow directly and work in conjunction with the Community Vision that was adopted in 2019.

A NEWberg Community Vision: IN 2040, NEWBERG IS A GEM OF THE WILLAMETTE VALLEY – MIRRORING THE SURROUNDING PASTORAL LANDSCAPES, ITS CULTIVATED RELATIONSHIPS, FLOURISHING CULTURE, THOUGHTFULLY ENHANCED SENSE OF PLACE, STRONG LOCAL ECONOMY, AND COLLABORATIVE LEADERSHIP NOURISH OUR THRIVING COMMUNITY.

- **COMMUNITY ENGAGEMENT** In Newberg, engagement is a part of who we are. We give our time, talents and treasures to strengthen the community. We blend service into our jobs and institutions, help each other, and pride ourselves in donating and shopping locally. Our authentic relationships serve as a strong foundation for a supportive community
- **COMMUNITY LEADERSHIP** Our leaders come from diverse groups, backgrounds, and sectors throughout the community and surrounding region. They foster creative, two-way communications and collaborate to ensure Newberg's long-term success.
- **CULTURAL ASSETS** Newberg residents take pride in all that our community offers. As a cultural hub, there is a range of accessible artistic events and recreational activities as well as many local shops and restaurants you can wander into with friends.
- **ECONOMIC DEVELOPMENT** Newberg's economy thrives by leveraging our geographic amenities and the capabilities of local businesses and organizations. We create family wage jobs through a strong business and workforce development program. We retain and attract businesses to Newberg and have a vibrant downtown.
- **LIVABILITY & DEVELOPMENT** Newberg is a well-planned community where the built environment blends seamlessly into surrounding, natural landscapes. Our small-town character, accessibility and affordability create a sense of belonging where individuals, families, and people of all ages love to live, work, and play.

The capital infrastructure needs within the five-year Capital Improvement Program (CIP) are identified through a variety of sources, including master plans, City Council goals, the Community Vision, operational needs, regulatory obligations and funding availability. The City has completed updates of the utility system master plans over the last several years to address the reduced growth and demand shown in previous master plans and to incorporate the Riverfront Master Plan area. These plans show a variety of projects in all locations.

The City Council is committed to providing well maintained streets to our citizens when the Transportation Utility Fee was adopted and implemented in 2017. The goal was to maintain the current condition of the roadway system which is one of the most valuable assets the City owns. In the intervening years the City has improved a significant number of road segments and has maintained the overall condition of the asset. One complicating factor is the need for adequate utilities under the pavement. This provides the challenge of coordinating the roadway needs with the underground utility needs. The need for sidewalks and ADA facilities within our public access areas continue. There will be a renewed commitment to address those locations that will provide the greatest benefit (i.e. Critical Routes noted in the 2007 ADA Pedestrian Bike Plan; and School Routes).

The City continues to focus its efforts toward establishing a high quality and adequate potable water supply, storage, and distribution system. The City's utility systems are vulnerable to damage resulting from a Cascadia Subduction Zone earthquake. Because of this and other regulatory requirements, rather than trying to retrofit the existing 70-year-old water treatment plant the City will embark on a process to replace our groundwater treatment

CAPITAL IMPROVEMENT PROGRAM

plant with a new groundwater treatment plant. Phases 1 & 2 of the Safe, Reliable Water project were completed in 2020, and Phase 3 of the project is moving forward based on the City Council's direction to provide additional resiliency to the City's potable water system.

As in the past, the focus of the wastewater program is to aggressively repair and/or replace inadequate portions of the wastewater system. Several projects to eliminate and/or reduce the stormwater that infiltrate the wastewater pipes were completed in the last several years and there has been a noticeable reduction (37%) in Inflow and Infiltration in those basins. These projects will continue. The City will continue upgrades to the Wastewater Treatment Plant with roofing repairs, studies addressing the capacity of the plant and will start on larger growth-related projects and addressing our larger trunk lines.

Capital projects within the City are funding by a variety of mechanisms. They include:

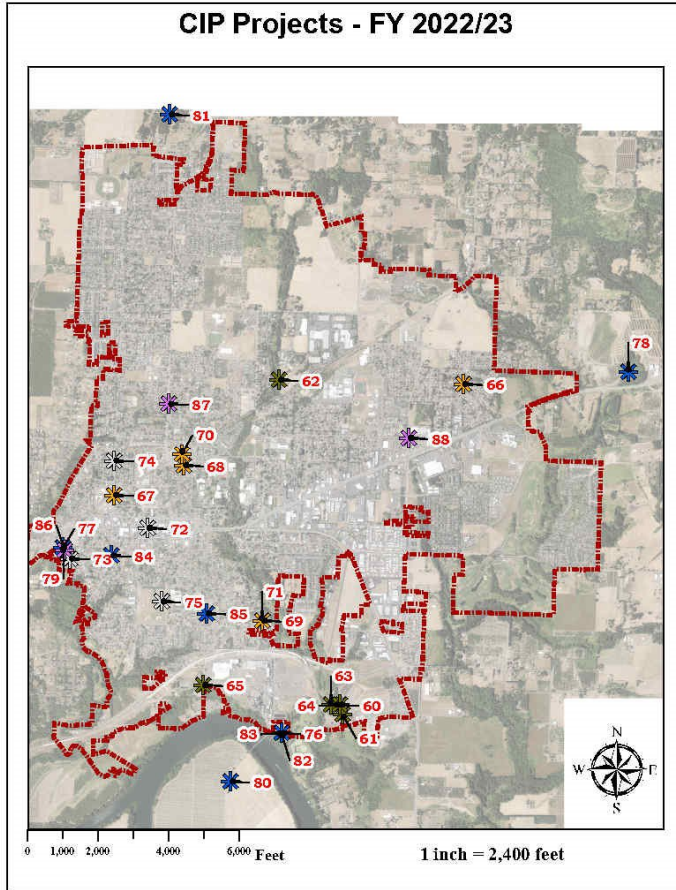
- Enterprise Funds: these funds are revenues from monthly rates (water, wastewater and stormwater) paid by customers. These funds can only be spent on projects in those systems.
- Gas Taxes: these are revenues from both Federal and State gas taxes. These funds can only be spent on roadway projects. At least 1% of the state gas taxes must be spent on bicycle and pedestrian facilities.
- Transportation Utility Funds: these are revenues paid monthly by customers. These funds must be used on existing pavement and ADA requirements.
- System Development Charges: these funds are paid by developers and can only be used on capacity increasing projects.
- Grants: these are funds received from a variety of locations.

The Public Works Engineering Division works closely with Public Works Operations and Maintenance Divisions to complete the identified projects on an annual basis. The fiscal year 2022-2023 Capital Improvement Program implements the planning, design, and construction of the capital infrastructure needs of the City by prioritizing projects based on an analysis of the master plans and other studies in combination with the availability of funding. The scheduled projects in the years beyond FY 2022-2023 are not intended to be a spending commitment, but are included to show a proposed plan for the projects that are considered to be a priority at this particular snapshot in time.

	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
Total Wastewater Projects	\$4,128,247	\$2,835,357	\$2,495,744	\$4,683,830	\$4,436,009	\$3,811,510
Total Stormwater Projects	\$312,500	\$826,352	\$315,374	\$380,895	\$892,538	\$661,189
Total Transportation Projects	\$2,277,141	\$1,914,978	\$1,801,133	\$1,890,859	\$2,289,927	\$1,779,763
Total Water Projects	\$ 2,549,663	\$7,843,179	\$3,127,034	\$6,477,074	\$8,299,712	\$2,067,104
Total Multi-Funded Projects	\$7,353,328	\$3,621,061	\$482,052	\$1,410,206	\$459,008	\$534,458
Total Capital Project Program	\$15,911,220	\$17,900,927	\$8,221,338	\$ 14,842,863	\$16,377,195	\$8,854,025

A map of the Capital Improvement Projects for FY 2022-2023 is shown on the following page.

CAPITAL IMPROVEMENT PROGRAM



LINE#	FY	DEPT	PH COST	Notes	PROJECTS	PR_DEMO
48	2023	WASTEWATER	\$402,000.00		ROOFING REPAIR/REPLACE	
51	2023	WASTEWATER	\$79,180.00		REPAIR CHINA LINER	
62	2023	WASTEWATER	\$177,000.00		UPP STATION TREATMENT IMPROVEMENTS	
63	2023	WASTEWATER	\$100,311.00		WWT/HYDRAULIC	
64	2023	WASTEWATER	\$330,000.00		REPAIR/REPLACE PUMP STATION	
65	2023	WASTEWATER	\$1,330,000.00		LIBRA ST IMPROVEMENTS	
66	2023	STORMWATER	\$479,300.00		CHICAGO RR. WAREHOUSE ST	
67	2023	STORMWATER	\$113,000.00		VERMILION BLVD - EAST OF 2ND	
68	2023	STORMWATER	\$38,306.00		800 BLOCK WYNDHOLM EXTENSION	
69	2023	STORMWATER	\$166,200.00		REPAIR DITCH - WYNDHOLM TO HILMERS	
70	2023	STORMWATER	\$46,276.00		WYNDHOLM ST FROM 7TH TO 800 BLOCK LINKING	
71	2023	STORMWATER	\$80,300.00		MANHOLE/STATION IMPROVEMENTS	
72	2023	TRANSPORTATION	\$274,000.00		PAVEMENT MAINTENANCE PROGRAM	
73	2023	TRANSPORTATION	\$222,750.00		MAN ST / LILLINGS INTERSECTION STUDY	
74	2023	TRANSPORTATION	\$30,700.00		SAFE ROUTE TO SCHOOL	
75	2023	WATER	\$5,190,000.00		REDUNDANT WATER SUPPLY	
76	2023	WATER	\$50,000.00		PIPE FLOW CAPACITY IMPROVEMENTS	
77	2023	WATER	\$103,000.00		NEW 200-PIPE WATER LINE AND OLD SPRING PUMP/IN IMPROVEMENTS	
78	2023	WATER	\$107,000.00		PIPED BASE ROAD REPAIR	
79	2023	WATER	\$259,000.00		WELL #1 RECONSTRUCTION	
80	2023	WATER	\$259,000.00		NORTH VALLEY RESERVOIR DRIVEWAY	
81	2023	WATER	\$259,000.00		UNIMPROVED CORNER AT WYNDHOLM ST	
82	2023	WATER	\$179,970.00		SEWER IMPROVEMENTS - WAREHOUSE REPLACEMENT	
83	2023	WATER	\$259,000.00		RE 300 WAREHOUSE - MAIN 48, LUGB 8.8H	
84	2023	WATER	\$441,040.00		RE 300 WAREHOUSE - H2O2	
85	2023	MULTIPLE	\$308,817.00		CRIB WORKS MAINTENANCE FACILITY MASTER PLAN	
86	2023	MULTIPLE	\$90,000.00		WYNDHOLM ST BRIDGE LANES AND SIDEWALKS	
88	2023	MULTIPLE	\$103,000.00		CAS, STORMWATER, TRANSPORTATION SIGNS	



REPORT/NOTICE TO ALL USERS:

DISCLAIMER AND LIMITATION OF LIABILITY
This information is not guaranteed to be accurate and may contain errors and omissions. The City of Newberg provides NO WARRANTY AS TO THE MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE FOR ANY INFORMATION HEREIN.

This map is one of many various data sources and is subject to change without notice. This map is intended for general planning purposes only.

Coordinate System: NAD83 Oregon North
Projection: Lambert Conformal Conic
Datum: North American 1983
False Northing: 0.000000
False Easting: 0.000000
Scale Factor: 0.999999
Central Meridian: -123.000000
Standard Parallel 1: 44.253333
Standard Parallel 2: 46.000000
Latitude of Origin: 43.000000
Units: Feet
Document Path: C:\GIS\MapServer\KML\CIP 2022_2023_2024.kml
Data Source: 2/15/2022 4:46:22 PM
Author: Keith McCann, GIS Analyst

Capital Improvement Projects

DEPARTMENT

- MULTIPLE
- FACILITIES
- STORMWATER
- TRANSPORTATION
- WASTEWATER
- WATER

City Boundaries

Boundary

- City Limit
- LUGB
- URA

CAPITAL IMPROVEMENT PROGRAM

MULTI-FUNDED PROJECTS

The following project summary sheets were developed from a variety of sources. The projects affect all of the enterprise funds and include things like improvements to facilities, capital projects that address more than one system and major software purchases.

MULTI FUNDED PROJECTS	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
Public Works Maintenance Facility Master Plan	\$ 114,419	\$ 208,811	\$ 160,684	\$ 166,308	\$ 172,128	\$ 178,153
N College Street Bike Lanes and Sidewalks/Waterline Relocation/Additional Valves	\$ 60,000	\$ 910,000	\$ -	\$ -	\$ -	\$ -
N Springbrook Road	\$ 39,500	\$ 103,500	\$ 321,368	\$ 1,243,898	\$ 286,880	\$ 356,305
NE Chehalem Drive Water & Wastewater Ext	\$ 1,680,000	\$ 258,750	\$ -	\$ -	\$ -	\$ -
N Elliott Road: 99W to Newberg High School	\$ 3,014,639	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -
E Crestview Drive: 99W to Springbrook Road	\$ 1,735,111	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL MULTI FUNDED PROJECTS	\$ 6,643,669	\$ 4,481,061	\$ 482,052	\$ 1,410,206	\$ 459,008	\$ 534,458

CAPITAL IMPROVEMENT PROGRAM

MULTI-FUNDED PROJECT Maintenance Facility Project

A master plan has been completed on what the newly expanded maintenance yard could look like. The rest of the improvements include major site work, covers for large equipment, a fleet building and additional office space. A fully functional maintenance facility is critical to serve the existing and long-term day to day needs of the City and to adequately respond to natural disasters with the needed man power and equipment.

PROPOSED FUNDING

The project is to be funded by utility funds, and system development charges.

MEDIUM PRIORITY PROJECT

The council has identified increased sustainability as priorities for Newberg. The proposed improvements will further this goal. Along with responding to council goals the project will:

- Increase health and safety
- Reduce costs
- Provides for existing and future capacity

HISTORY OF THE PROJECT

In 2015, it was determined that the City had outgrown the existing 2.1 acre maintenance yard and purchased property next to the existing location to expand the yard by 3.9 acres. A facility plan was then conducted to determine the specific needs on this site.

STATE MANDATED FEATURES

NA

CONTACT

maintenance@newbergoregon.gov

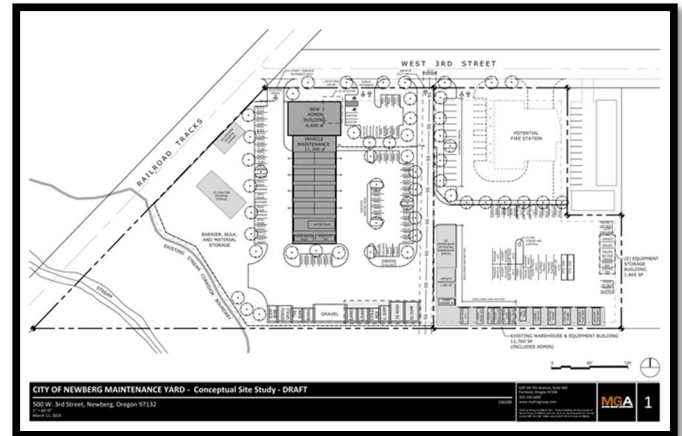


FIGURE 1 CONCEPTUAL PUBLIC WORKS MAINTENANCE YARD PLAN

CAPITAL IMPROVEMENT PROGRAM

MULTI-FUNDED PROJECT

N College Street Bike Lanes & Sidewalks/Waterline Relocation/Additional Valves

The 2007 ADA/Pedestrian/Bike Route Improvement Plan identified the project as a primary critical pedestrian and bikeway route. The incomplete sidewalk connections are unsafe as it forces pedestrians onto the roadway shoulders. The City has entered into an Intergovernmental Agreement with ODOT on this project. Final design and right-of-way acquisition will be underway soon. The construction should occur in 2023.

As a part of this project the City's existing water line will need to be lowered as it is too shallow. This work is scheduled to begin soon and will be coordinated with the waterline valve project. The waterline project will utilize ODOT's topographic survey.

PROPOSED FUNDING

The project will be funded by ODOT Surface Transportation Project Fund (STP), gas tax revenues, and water rates.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability and improved diversity, equity, and inclusion as priorities for Newberg. Improving roads and constructing sidewalks and bike lanes will allow community members better access to services within the City and encourages more walking and bike use. Along with responding to Council goals the project will:

- Increase health and safety
- Reduce costs
- Coordinates with larger planned projects
- Has additional funding opportunities available

HISTORY OF THE PROJECT

One of the reasons for flooding in 2014, when the waterline in College Street broke, was the lack of valves on the existing line to shut the flow of water off. This project will be a continuation of the project that was completed four years ago and would add valves in strategic locations to minimize future problems.

MANDATED FEATURES

The state and federal governments require that bike facilities and ADA facilities be constructed on any roadway that will be constructed, reconstructed or relocated.

- ORS366.514, enacted in 1971, requires that roadways being built, or reconstructed, include both pedestrian and bicycle facilities.
- The ADA law requires newly designed and constructed or altered State and local government facilities, public accommodations, and commercial facilities to be readily accessible to and usable by individuals with disabilities.

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FIGURE 2 LOOKING NORTH ON COLLEGE STREET

CAPITAL IMPROVEMENT PROGRAM

MULTI-FUNDED PROJECT

N Elliott Road;
99W to Newberg High School

This project will construct street improvements to provide sidewalks and bike lanes. It will also include water line, wastewater line, storm drainage improvements and street lighting.

PROPOSED FUNDING

The project will be funded by gas tax revenues, wastewater fees, water fees, stormwater fees and system development charges. There will also a contribution from the State's Active Transportation Program to upgrade the signal at 99W.

HIGH PRIORITY PROJECT

N Elliott Road intersects at one of a few traffic signals along Highway 99W and connects to the south entrance of Newberg High School. It also links residents to Mabel Rush Elementary, the Chehalem Aquatic and Fitness Center, as well as YC Transit buses and local businesses on OR99W.

The Council has identified increased sustainability and improved diversity, equity, and inclusion as priorities for Newberg. Improving roads and constructing sidewalks and bike lanes will allow community members better access to services near the high school and encourages more walking and bike use. Along with responding to Council goals the project will:

- Increase health and safety
- Reduce costs

HISTORY OF THE PROJECT

The Transportation System Plan has identified this project as a high priority as it provides direct access to the high school. The adopted ADA/Bike/Ped Plan and the Newberg Community Vision document also identifies N Elliott Road as a critical route.

MANDATED FEATURES

The state and federal governments require that bike facilities and ADA facilities be constructed on any roadway that will be constructed, reconstructed or relocated.

- ORS366.514, enacted in 1971, requires that roadways being built, or reconstructed, include both pedestrian and bicycle facilities.

- The ADA law requires newly designed and constructed or altered State and local government facilities, public accommodations, and commercial facilities to be readily accessible to and usable by individuals with disabilities.

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CAPITAL IMPROVEMENT PROGRAM

MULTI-FUNDED PROJECT

N Springbrook Road

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This project will provide sidewalks and bike lanes north of 99W. It will also install a signal at the intersection of N Haworth and N Springbrook Road wastewater upgrades and storm drainage.

PROPOSED FUNDING

This project will be funded by gas taxes, stormwater fees and transportation system development charges. There are also fees that have been paid by developers specifically for the installation of a signal at N Haworth & N Springbrook.

MEDIUM PRIORITY PROJECT

The Council has identified increased sustainability and improved diversity, equity, and inclusion as priorities for Newberg. Improving roads and constructing sidewalks and bike lanes will allow community members better access to services and encourages more walking and bike use. Along with responding to Council goals the project will:

- Increase health and safety
- Reduce costs
- Coordinates with larger planned projects
- Has additional funding opportunities available

HISTORY OF THE PROJECT

There are existing storm drainage issues along this section of N Springbrook Road. The intersection at N Haworth and N Springbrook meets the necessary warrants for the installation of a signal to replace the existing Four-Way Stop traffic control.

MANDATED FEATURES

The state and federal governments require that bike facilities and ADA facilities be constructed on any roadway that will be constructed, reconstructed or relocated.

- ORS366.514, enacted in 1971, requires that roadways being built, or reconstructed, include both pedestrian and bicycle facilities.
- The ADA law requires newly designed and constructed or altered State and local government facilities, public accommodations, and commercial facilities to be readily accessible to and usable by individuals with disabilities.



FIGURE 3 INTERSECTION OF N SPRINGBROOK AND E HAWORTH

CAPITAL IMPROVEMENT PROGRAM

MULTI-FUNDED PROJECT

NE Chehalem Drive Water & Wastewater Extension Project

This project extends the public wastewater line from the existing terminus on the east side of Chehalem Creek on Hwy 240 to NE Chehalem Drive and then north on NE Chehalem Drive towards the intersection with W Columbia Drive.

This master plan project (M-18) would extend the public water line from the existing terminus on the east side of Chehalem Creek on Hwy 240 to NE Chehalem Drive. The new waterline will connect with an existing waterline on NE Chehalem Drive south of Hwy 240. A future project (M-19) would extend the waterline on NE Chehalem Drive to W Columbia Drive.

PROPOSED FUNDING

This will be paid for out of system development charges.

MEDIUM PRIORITY PROJECT

This project will provide additional capacity for future development. Fire flow deficiencies in the area of W Illinois are also addressed with this project.

HISTORY OF THE PROJECT

There have been several development inquiries in this area and the wastewater and water line extensions would allow for orderly future development. The 2017 Water Master Plan identified that this area has a fire flow and pressure deficiency. The cost and complexity of designing, constructing and permitting utility crossings of the un-named tributary of Chehalem Creek has been identified as prohibitive for private development of the water and wastewater extensions to this portion of the City's Urban Growth Boundary (UGB).

MANDATED FEATURES

NA

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brett.musick@newbergoregon.gov

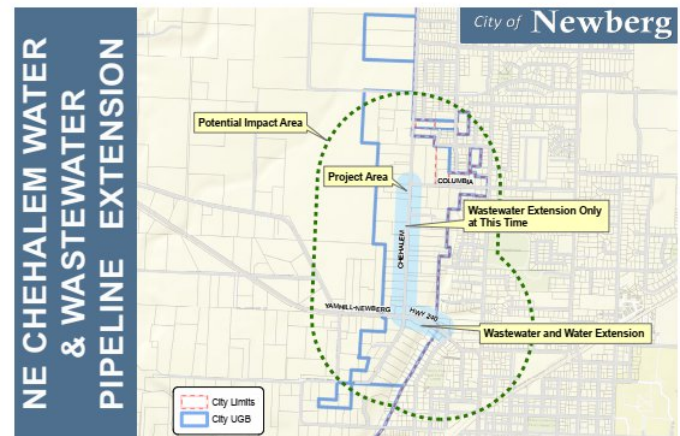


FIGURE 4 EXTENDING THE PUBLIC WASTEWATER LINE

[Visit the NE Chehalem Drive Water and Wastewater Extension Project webpage](#)

CAPITAL IMPROVEMENT PROGRAM

TRANSPORTATION PROJECTS

The Transportation Program provides planning, engineering, and construction for improvements to the City's transportation systems that preserve existing infrastructure, increase roadway capacity, improve safety mobility and/or enhance neighborhood livability.

The funding sources for the roadway maintenance budget is the City's share of the state gas tax revenue and the transportation utility fee (TUF). A secondary funding source for roadway improvements is system development charges (SDC), and can only be used for new roadway construction, not maintenance projects.

The following project summary sheets were developed from the Transportation System Plan (TSP) and associated studies while considering the available funds from state gas tax revenue, surface transportation program (federal funds exchange), the TUF and SDC.

TRANSPORTATION PROJECTS	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
ADA/Sidewalk Improvements	\$ 449,917	\$ 274,275	\$ 194,296	\$ 210,123	\$ 227,798	\$ 235,771
Pavement Maintenance Program	\$ 1,647,224	\$ 1,397,250	\$ 1,606,838	\$ 1,552,205	\$ 1,377,028	\$ 1,543,992
Main Street/Illinois Intersection Study (I14)	\$ 50,000	\$ 222,753	\$ -	\$ -	\$ -	\$ -
Safe Routes to School	\$ 130,000	\$ 20,700	\$ -	\$ -	\$ -	\$ -
TSP Update	\$ -	\$ -	\$ -	\$ 128,531	\$ -	\$ -
Mountainview Drive	\$ -	\$ -	\$ -	\$ -	\$ 685,101	\$ -
TOTAL TRANSPORTATION PROJECTS	\$ 2,277,141	\$ 1,914,978	\$ 1,801,133	\$ 1,890,859	\$ 2,289,927	\$ 1,779,763

CAPITAL IMPROVEMENT PROGRAM

TRANSPORTATION PROJECT

ADA/Bicycle/Pedestrian Improvements

Current utility maintenance projects include replacement or installation of ADA accessible barriers identified in the Plan. The City will continue to fill in the sidewalk gaps on City property and public rights-of-way. Sidewalk Grant and Loan programs have been implemented to provide resources to property owners.

PROPOSED FUNDING

This project is funded by the gas taxes that the City receives from the State of Oregon. A portion (1%) of the gas tax the City receives must be spent on bicycle projects in the right-of-way. The funding is split in the budget between the street capital fund and the street maintenance fund.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability and improved diversity, equity, and inclusion as priorities for Newberg. Improving and constructing sidewalks and bike lanes will allow community members better access to locations within the City and encourages more walking and bike use. Additionally, it is required by Federal and State Law.

HISTORY OF THE PROJECT

City Council adopted the ADA/Pedestrian/Bike Plan in 2007, which was then incorporated into the Transportation System Plan. There have been over 90,000 feet of new sidewalks and over 200 new ADA ramps constructed since 2007.

This project includes the construction of ADA ramps on N Meridian Street from Hancock north to Fulton Street. This portion of the project is being funded by an ARPA grant received from the State.

MANDATED FEATURES

The state and federal governments require that bike facilities and ADA facilities be constructed on any roadway that will be constructed, reconstructed or relocated.

- ORS366.514, enacted in 1971, requires that roadways being built, or reconstructed, include both pedestrian and bicycle facilities.
- The ADA law requires newly designed and constructed or altered State and local

government facilities, public accommodations, and commercial facilities to be readily accessible to and usable by individuals with disabilities.

CONTACT

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CAPITAL IMPROVEMENT PROGRAM

TRANSPORTATION PROJECT Pavement Preservation

The pavement preservation projects proposed for 2022/23 are shown on the accompanying Table T1. Other streets that have been identified for major treatments (grind and inlay, thin pave, or full depth reconstruction) beyond FY 2022/23 are E Madrona, N Gemini, E Coffey, N Meadow, N Cedar, N Springbrook Wy, N Villa, S Chehalem, E Sunset, E Greenvalley, N Prospect, and E Aldercrest.

Prioritization of the projects in the five year plan was based on: existing pavement condition, functional classification, traffic volumes, neighborhood grouping, and proximity to schools, business districts, or civic corridors, subsurface utility conditions, treatment costs and funding amounts.

The projects that have been completed since the implementation of the Transportation Utility Fee has maintained the Pavement Condition Index of 73.

PROPOSED FUNDING

Anticipated TUF revenue is approximately \$1,200,000 per year.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. Improving roads and constructing sidewalks and bike lanes will allow community members better access to services within the City. Along with responding to Council goals the project will:

- Increase health and safety
- Reduce costs
- Coordinates with larger planned projects

HISTORY OF THE PROJECT

The Transportation Utility Fee (TUF) was implemented in the summer of FY17/18. The goal is to maintain the Pavement Condition Index of 73 over a ten year horizon.

STATE MANDATED FEATURES

The state and federal governments require that bike facilities and ADA facilities be constructed on any roadway that will be constructed, reconstructed or relocated.

- ORS366.514, enacted in 1971, requires that roadways being built, or reconstructed, include both pedestrian and bicycle facilities.
- The ADA law requires newly designed and constructed or altered State and local government facilities, public accommodations, and commercial facilities to be readily accessible to and usable by individuals with disabilities.

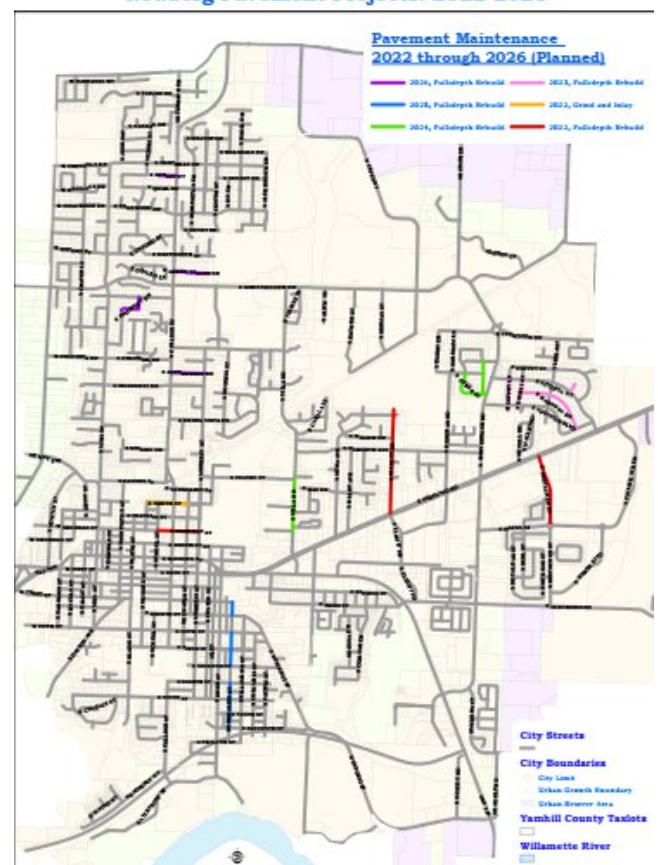
CONTACT

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Table T1- Pavement Preservation for 2022/23

SecID	Street	From	To	PCI	Length	Year
Full-Depth Rebuild						
rd2608	N BRUTSCHER ST	N LITTLE OAK ST	E PORTLAND RD	44	974	2022
rd4902	N BRUTSCHER ST	E HAYES ST	N LITTLE OAK ST	43	526	2022
rd4683	E SHERMAN ST	N SCHOOL ST	N COLLEGE ST	14	329	2022
rd4695	E SHERMAN ST	N COLLEGE ST	N EDWARDS ST	25	318	2022
rd4778	E SHERMAN ST	N EDWARDS ST	N MERIDIAN ST	32	255	2022
					2402	

Newberg Pavement Projects: 2022-2026



CAPITAL IMPROVEMENT PROGRAM

TRANSPORTATION PROJECT

N Main Street/E Illinois Street Intersection Study

This project would perform a special study to determine the appropriate intersection improvements to address safety and mobility needs. Realignment of the intersection may be required.

PROPOSED FUNDING

Gas tax revenues and system development charges.

MEDIUM PRIORITY PROJECT

The project will increase health and safety.

HISTORY OF THE PROJECT

This is project I-14 in the Transportation System Plan. This highway intersection was realigned from a skewed angle to a 90 degree intersection in 2006, forcing traffic to slow down prior to making a right turn to City street. This intersection has had a history of collisions and close calls.

MANDATED FEATURES

The state and federal governments require that bike facilities and ADA facilities be constructed on any roadway that will be constructed, reconstructed or relocated.

- ORS366.514, enacted in 1971, requires that roadways being built, or reconstructed, include both pedestrian and bicycle facilities.
- The ADA law requires newly designed and constructed or altered State and local government facilities, public accommodations, and commercial facilities to be readily accessible to and usable by individuals with disabilities.

CONTACT

engineering@newbergoregon.gov



FIGURE 5 N MAIN INTERSECTION AT ILLINOIS STREET

CAPITAL IMPROVEMENT PROGRAM

TRANSPORTATION PROJECT

Safe Routes to School

The City of Newberg has received a \$122,000 grant from the Oregon Department of Transportation to implement elements from Phase 1 Edwards Elementary Safe Routes to School Plan, drafted in the summer of 2020. The plan aims to improve the safety of students and reduce barriers for students walking and biking to school.

The grant funds the installation of pedestrian crossing signs along E Sixth Street, stop signs at E Sixth Street and S River Street, construction of curb ramps along E Sixth Street, S Blaine Street, and S River Street, and fillings gaps in sidewalks along S Blaine Street.

PROPOSED FUNDING

Gas tax revenues and Safe Routes to School Grant.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability and improved diversity, equity, and inclusion as priorities for Newberg. Constructing sidewalks and bike lanes will not only make a safer path to Edwards Elementary, but will also increase walkability in the neighborhoods, giving families and individuals a safer route to downtown Newberg.

HISTORY OF THE PROJECT

Safe Routes to School (SRTS) is a program in Oregon that aims to make schools and communities safer by combining improvements in pedestrian transportation with education and activities to enable and encourage students to walk and bicycle to school. SRTS plans not only improve safety, they also encourage physical activity, increase access to school, and reduce traffic congestion and motor vehicle emissions near schools.

MANDATED FEATURES

The state and federal governments require that bike facilities and ADA facilities be constructed on any roadway that will be constructed, reconstructed or relocated.

- ORS366.514, enacted in 1971, requires that roadways being built, or reconstructed, include both pedestrian and bicycle facilities.

- The ADA law requires newly designed and constructed or altered State and local government facilities, public accommodations, and commercial facilities to be readily accessible to and usable by individuals with disabilities.

CONTACT

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[Visit the Edwards Elementary SRTS Plan webpage](#)

CAPITAL IMPROVEMENT PROGRAM

TRANSPORTATION PROJECT

Transportation System Plan

This project will be a complete update of the City's Transportation System Plan. This will include new traffic counts, modeling and an extensive public outreach effort.

PROPOSED FUNDING

Gas tax revenues and system development charges.

PRIORITY PROJECT

This is a regulatory requirement that must be completed by the City.

HISTORY OF THE PROJECT

The last major update of the Transportation Plan was completed in 2016. The plans are generally updated every 10 years.

MANDATED FEATURES

OAR 660-011 mandates the requirements of the Transportation System Plan.

CONTACT

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CAPITAL IMPROVEMENT PROGRAM

TRANSPORTATION PROJECT

E Mountainview Drive Improvements

Reconstruct E Mountainview Dr between N Villa Rd and N Alice Way to minor arterial standards. Include bike lanes and sidewalks on both sides.

PROPOSED FUNDING

Gas tax revenues and system development charges.

PRIORITY PROJECT

The Council has identified increased sustainability and improved diversity, equity, and inclusion as priorities for Newberg. Improving roads and constructing sidewalks and bike lanes will allow community members better access to within the City and encourages more walking and bike use. Along with responding to council goals the project will:

- Increase health and safety
- Has additional funding opportunities available

HISTORY OF THE PROJECT

This is project E11a in the Transportation System Plan.

MANDATED FEATURES

The state and federal governments require that bike facilities and ADA facilities be constructed on any roadway that will be constructed, reconstructed or relocated.

- ORS366.514, enacted in 1971, requires that roadways being built, or reconstructed, include both pedestrian and bicycle facilities.
- The ADA law requires newly designed and constructed or altered State and local government facilities, public accommodations, and commercial facilities to be readily accessible to and usable by individuals with disabilities.

CONTACT

engineering@newbergoregon.gov



CAPITAL IMPROVEMENT PROGRAM

STORMWATER PROJECTS

The Stormwater Program provides planning, design and construction of improvements for the City's public storm drainage system. This program includes the conveyance system, water quality, and stormwater detention systems.

The 2021 Stormwater Master Plan is used to plan for improvements to the overall City storm drainage system. Funding for the stormwater program is provided through stormwater utility rates and system development charges.

STORMWATER PROJECTS	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
S Blaine Street; Hancock - 2nd to 11th Street	\$ -	\$ -	\$ -	\$ 242,305	\$ 404,841	\$ 192,760
Libra Street Improvements (Libra and Coffey)	\$ 100,000	\$ 217,350	\$ -	\$ -	\$ -	\$ -
OR240/Railroad Tracks/Franklin Street Study & then Fix	\$ -	\$ 113,097	\$ -	\$ -	\$ -	\$ 141,816
Vermillion Street East of 219	\$ -	\$ 82,352	\$ -	\$ -	\$ -	\$ -
800 Block Wynooski Extension	\$ 75,000	\$ 155,250	\$ -	\$ -	\$ -	\$ -
Master Plan	\$ 2,500	\$ -	\$ -	\$ -	\$ 344,257	\$ 59,384
Railroad Ditch between N College & N Meridian Study & F	\$ -	\$ 46,575	\$ 127,910	\$ -	\$ -	\$ -
Wynooski Storm from 7th to 800 Block Lining	\$ -	\$ 82,353	\$ -	\$ -	\$ -	\$ -
1800 N Hoskins Pipe Extension	\$ -	\$ -	\$ 53,561	\$ -	\$ -	\$ -
MP Projects (placeholder for future projects identified in	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 118,769
Pavement Fixes/ Annual Pipe Replacement Program (SWM)	\$ 135,000	\$ 129,375	\$ 133,903	\$ 138,590	\$ 143,440	\$ 148,461
TOTAL STORMWATER PROJECTS	\$ 312,500	\$ 826,352	\$ 315,374	\$ 380,895	\$ 892,538	\$ 661,189

CAPITAL IMPROVEMENT PROGRAM

STORMWATER PROJECT

S Blaine Street; E Hancock to
E Eleventh Street

The project will decommission the existing stormwater pipes and construct a new 24" stormwater mainline along S Blaine and E Second Streets. Sections of the existing piping system will also be upsized to convey existing and future flows (shown in gold). This project will also include the storm system adjacent to 99W and the Second Street Parking Lot.

PROPOSED FUNDING

This project is funded by the stormwater utility fee and a small amount of system development charges. Due to funding constraints, the project is scheduled to be constructed in phases over several fiscal years. The first two phases of construction are complete.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability and improved diversity, equity, and inclusion as priorities for Newberg. Along with responding to council goals the project will increase health and safety and reduce costs.

HISTORY OF THE PROJECT

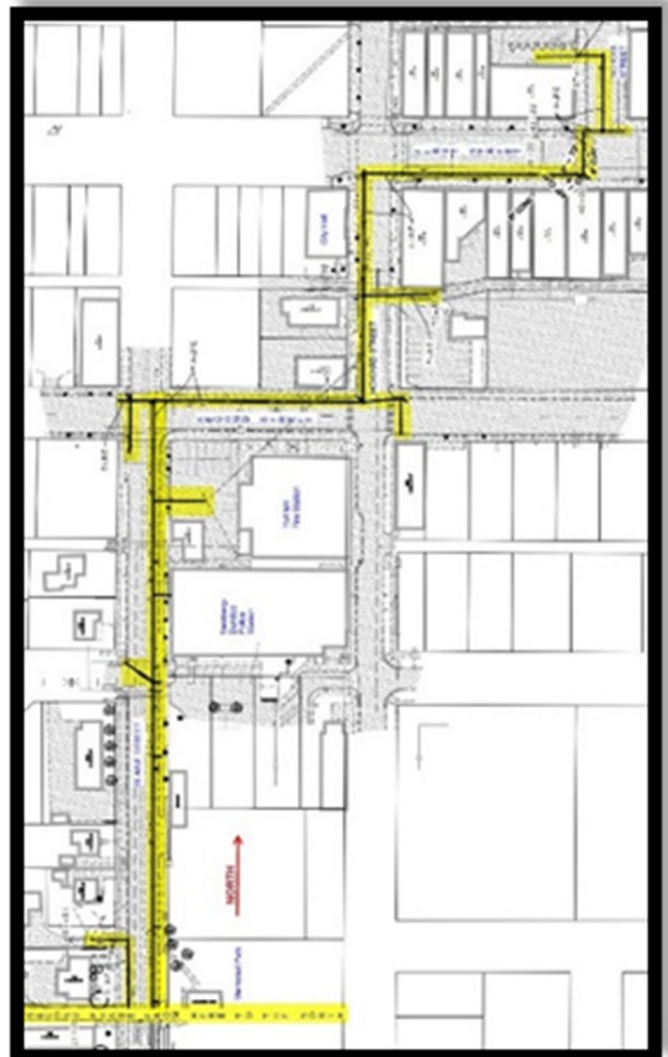
Flooding occurs in the system during the 10 year storm event including 99W, E Second Street, S Howard Street and at E Sixth Street and S Blaine Street. Large segments of the existing pipe are constructed of corrugated metal and are near end of life. The outfall and southern downstream portion of this storm conveyance system was completed in 2017/2018. This project will complete the northern upstream portion.

MANDATED FEATURES

NA

CONTACT

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CAPITAL IMPROVEMENT PROGRAM

STORMWATER PROJECT

800 Block of NE Wynooski Street

This project would extend the outfall east of S Wynooski Street further down the slope to reduce erosion.

PROPOSED FUNDING

This project will be paid for out of utility rates.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability and improved diversity, equity, and inclusion as priorities for Newberg. Along with responding to Council goals the project will increase health and safety and reduce costs.

HISTORY OF THE PROJECT

The current pipe and outfall have severely eroded the area east of NE Wynooski Street.

MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov

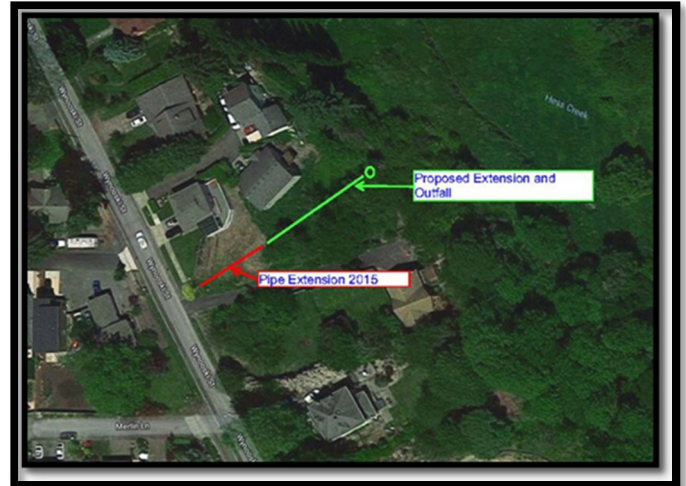


FIG. 2: EXISTING OUTFALL

CAPITAL IMPROVEMENT PROGRAM

STORMWATER PROJECT

RR Ditch; N College – N Meridian

This area of the system has a variety of contributing flooding factors and likely needs to be studied to determine what the “fix” would be and where the stormwater should be routed. It should also be noted that a paving project is scheduled to pave N Meridian Street in the area circled, but a possible solution to the flooding issues in this area could be to connect the stormwater line north of the railroad tracks to the south at E Vermillion Street.



PROPOSED FUNDING

This project will be paid for by the stormwater rate revenues.

PRIORITY PROJECT

The Council has identified increased sustainability and improved diversity, equity, and inclusion as priorities for Newberg. Along with responding to Council goals the project will increase health and safety and reduce costs.

HISTORY OF THE PROJECT

This area floods with heavy rainfall events.

MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov

CAPITAL IMPROVEMENT PROGRAM

STORMWATER PROJECT Wynooski Storm Lining

This project would be to line an existing 10 inch storm pipe that has problems with root intrusion.

PROPOSED FUNDING

This project will be paid for by the stormwater rate revenues.

PRIORITY PROJECT

The Council has identified increased sustainability and improved diversity, equity, and inclusion as priorities for Newberg. Along with responding to Council goals the project will increase health and safety and reduce costs.

HISTORY OF THE PROJECT

This section of 10-inch pipe is clay with root blockage problems (segment stgm 2497). The limits of this project are adjacent to the 800 Block S Wynooski project.

MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov



CAPITAL IMPROVEMENT PROGRAM

STORMWATER PROJECT

E Vermillion Street East of OR219

This project would install a new stormwater pipe to eliminate the flooding in this area.

PROPOSED FUNDING

This project will be paid for by the stormwater rate revenues.

PRIORITY PROJECT

The Council has identified increased sustainability and improved diversity, equity, and inclusion as priorities for Newberg. Along with responding to Council goals the project will increase health and safety and reduce costs.

HISTORY OF THE PROJECT

There is localized flooding in this area.

MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov



CAPITAL IMPROVEMENT PROGRAM

STORMWATER PROJECT

OR240/RR Tracks/N Franklin Street

The existing storm pipe will need to be relocated from under the existing building.

PROPOSED FUNDING

This project will be paid for by the stormwater rate revenues.

PRIORITY PROJECT

The Council has identified increased sustainability and improved diversity, equity, and inclusion as priorities for Newberg. Along with responding to Council goals the project will increase health and safety and reduce costs.

HISTORY OF THE PROJECT

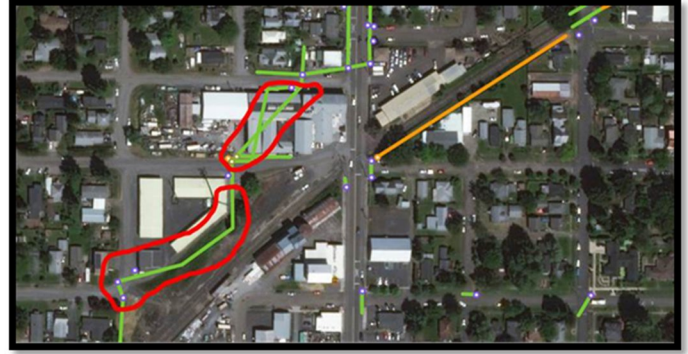
This is an area of town where a diagonal pipe that runs under a building causes flooding in the area. The inlet north of the building overflows during storm events. The building owner places sandbags around the building to prevent flooding. Under the building the pipe is too long for it to be cleaned with the City's current equipment.

MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov



CAPITAL IMPROVEMENT PROGRAM

STORMWATER PROJECT

Stormwater Master Plan Update

This project will be a complete update of the City's Stormwater Master Plan. This will include new flow monitoring, modeling and an extensive public outreach effort.

PROPOSED FUNDING

This project will be paid for by the stormwater rate revenues.

PRIORITY PROJECT

This is a regulatory requirement that must be completed by the City. Per the NMC, the Stormwater Master Plan is required to be updated every 5 years.

HISTORY OF THE PROJECT

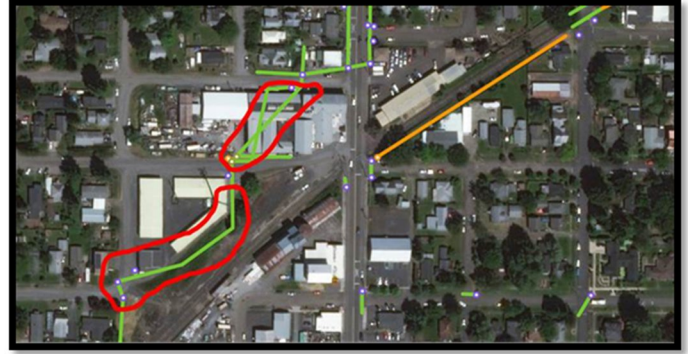
The last update was completed in 2021. The next update is required 2026.

MANDATED FEATURES

OAR 660-011 mandates the requirements of the Stormwater System Plan.

CONTACT

engineering@newbergoregon.gov



CAPITAL IMPROVEMENT PROGRAM

STORMWATER PROJECT N Hoskins Storm Drainage

This project will extend the existing storm line to eliminate an existing flooding problem on N. Hoskins.

PROPOSED FUNDING

This project will be paid for by the stormwater rate revenues.

PRIORITY PROJECT

The Council has identified increased sustainability and improved diversity, equity, and inclusion as priorities for Newberg. Along with responding to Council goals the project will increase health and safety and reduce costs.

HISTORY OF THE PROJECT

This is an area of town where the current public line ends on private property and doesn't provide for downstream conveyance which causes flooding in the area.

MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov



CAPITAL IMPROVEMENT PROGRAM

STORMWATER PROJECT

Misc. Storm Drain Repairs

As the Pavement Rehabilitation projects move forward, there are storm drainage repairs that need to be accomplished. This will allow those to occur ahead of or with the pavement projects.

PROPOSED FUNDING

This project will be paid for by the stormwater rate revenues.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability and improved diversity, equity, and inclusion as priorities for Newberg. Along with responding to Council goals the project will increase health and safety and reduce costs.

HISTORY OF THE PROJECT

In many older areas of the City, the storm drainage has not been adequately addressed.

MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov



CAPITAL IMPROVEMENT PROGRAM

STORMWATER PROJECT N Libra Street

Upsize existing stormwater pipes along N Libra Street to 18" to convey current and future flows.

PROPOSED FUNDING

This project will be paid for by the stormwater rate revenues.

MEDIUM PRIORITY PROJECT

The Council has identified increased sustainability and improved diversity, equity, and inclusion as priorities for Newberg. Along with responding to Council goals the project will increase health and safety.

HISTORY OF THE PROJECT

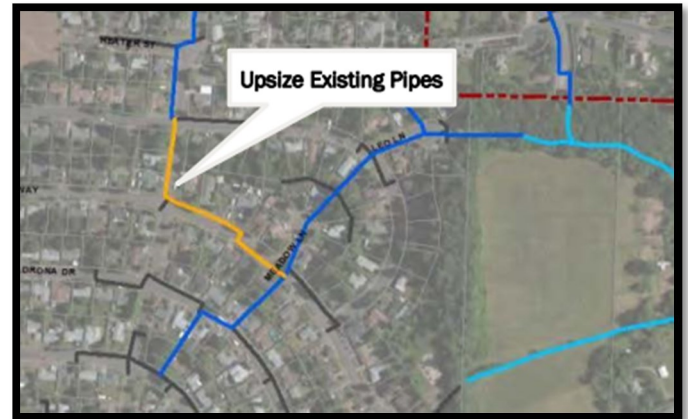
Modeling shows flooding problems along N Libra Street during the current and future conditions 10-year storm event. This system needs frequent maintenance to address silt accumulation.

MANDATED FEATURES

NA

CONTACT

brett.musick@newbergoregon.gov



CAPITAL IMPROVEMENT PROGRAM

STORMWATER PROJECT Master Plan Projects

This is a placeholder for projects that arise out of the master plan that will occur in 2026.

PROPOSED FUNDING

This project will be paid for by the stormwater rate revenues.

PRIORITY PROJECT

NA

HISTORY OF THE PROJECT

The Stormwater Master Plan is will provide additional necessary projects.

MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov



CAPITAL IMPROVEMENT PROGRAM

WASTEWATER PROJECTS

The Wastewater Program provides planning, design and construction of improvements for the City's public wastewater utility system. This program area includes the lift stations, wastewater treatment plant, and wastewater collection and conveyance system.

The following project list was developed from the 2018 Wastewater Master Plan and other associated studies, while considering the available funds from the wastewater utility rates and system development charges.

WASTEWATER PROJECTS	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
Inflow & Infiltration (I&I) Projects	\$ 520,000	\$ 452,389	\$ 482,270	\$ 514,124	\$ 548,081	\$ -
WWTP Sawdust Bays	\$ 108,167	\$ -	\$ -	\$ -	\$ -	\$ -
Operations Remodel	\$ 81,000	\$ -	\$ -	\$ -	\$ -	\$ -
Compost Sale Pile Cover	\$ -	\$ -	\$ 204,964	\$ -	\$ -	\$ -
Roofing Replacement	\$ -	\$ 79,168	\$ -	\$ -	\$ -	\$ -
Hess Creek Lining	\$ 250,000	\$ 517,500	\$ -	\$ -	\$ -	\$ -
Structural Improvements to Oxidation Ditch	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -
I & I Report	\$ -	\$ -	\$ 241,135	\$ -	\$ -	\$ -
Dehydration Unit Burner Rebuild	\$ 68,959	\$ -	\$ -	\$ -	\$ -	\$ -
PLC Study and Replacment	\$ 1,525,000	\$ -	\$ -	\$ -	\$ -	\$ -
Master Plan Update	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 146,070
Pinehurst Court	\$ -	\$ -	\$ 361,702	\$ -	\$ -	\$ -
Lift Station Short Term Improvements	\$ -	\$ 106,311	\$ -	\$ -	\$ -	\$ 1,219,689
WWTP Hydraulic	\$ -	\$ 549,016	\$ -	\$ -	\$ -	\$ -
Clarifier Study	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -
Hess Creek Phase 2	\$ -	\$ -	\$ -	\$ 1,927,962	\$ 2,740,405	\$ 1,336,752
Riverfront Lift Station	\$ 212,180	\$ 1,130,972	\$ 1,205,673	\$ 1,330,461	\$ 1,147,523	\$ -
N. Springbrook Trunkline	\$ -	\$ -	\$ -	\$ 911,283	\$ -	\$ -
WWTP Solar Panel Farm	\$ 602,941	\$ -	\$ -	\$ -	\$ -	\$ -
Charles & Andrew PS Displacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,109,000
TOTAL WASTEWATER PROJECTS	\$ 4,128,247	\$ 2,835,357	\$ 2,495,744	\$ 4,683,830	\$4,436,009	\$3,811,510

CAPITAL IMPROVEMENT PROGRAM

WASTEWATER PROJECT

Dehydration Unit Burner Rebuild

The dehydration unit at the Waste Water Treatment Plant is used to dry sawdust for our composting process. The burner on the dehydration unit provides the heat for drying the sawdust, and typically runs around 1,400 degrees. The burner is a steel tower structure that is lined with fire brick on the inside to protect the steel from the high heat environment. The rebuild involves removing all the existing brick, stacking new brick and installing a coating over the top of it which reduces the erosion of the brick and extends the life.

PROPOSED FUNDING

This project will be paid by the wastewater rate revenues.

MEDIUM PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. Along with responding to Council goals the project will reduce costs.

HISTORY OF THE PROJECT

The Dehydration Unit went online in December 2009, the burner had to be rebuilt in 2012 as it did not originally include protective coating. Based upon the most recent inspection in 2021, the fire brick is showing signs of wear and needs to be replaced.

MANDATED FEATURES

NA

CONTACT

operations@newbergoregon.gov



FIGURE 6 DEHYDRATION UNIT BURNER
BEFORE AND AFTER CONDITION

CAPITAL IMPROVEMENT PROGRAM

WASTEWATER PROJECT

Wastewater Master Plan Update

This project will be a complete update of the City's Wastewater System Plan. This will include new flow monitoring, modeling and an extensive public outreach effort.

PROPOSED FUNDING

Wastewater revenues and system development charges.

PRIORITY PROJECT

This is a regulatory requirement that must be completed by the City.

HISTORY OF THE PROJECT

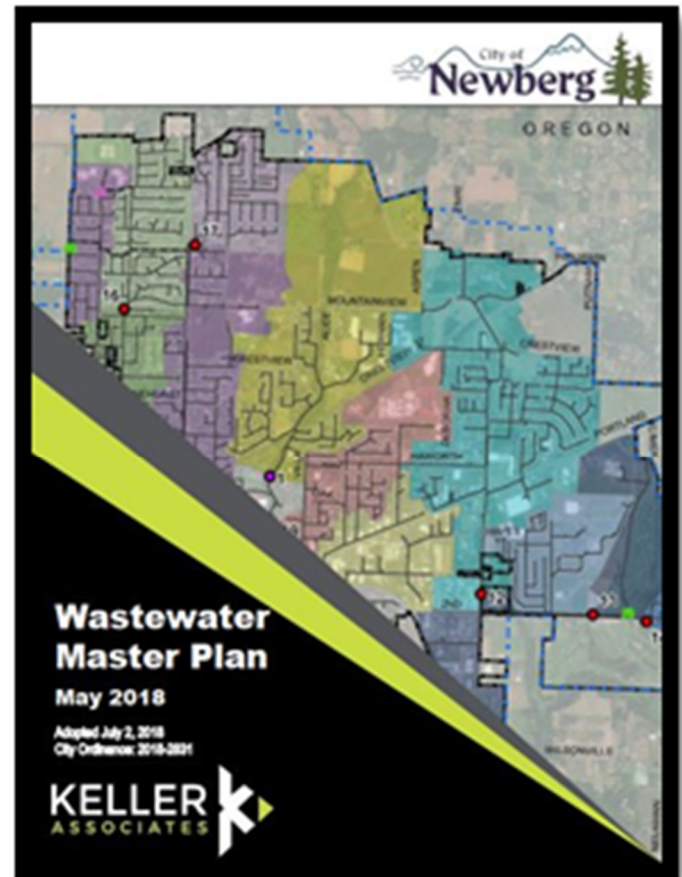
The last major update of the Wastewater Plan was completed in 2018. The plans are generally updated every 10 years.

MANDATED FEATURES

OAR 660-011 mandates the requirements of the Wastewater System Plan.

CONTACT

engineering@newbergoregon.gov

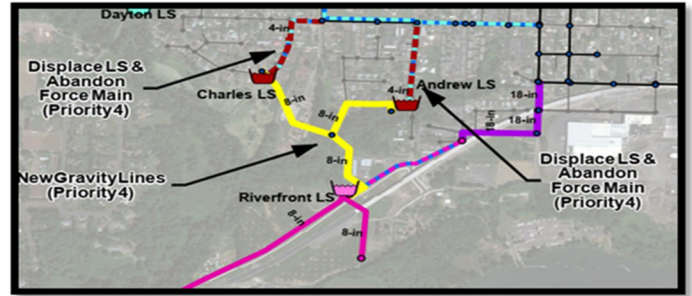


CAPITAL IMPROVEMENT PROGRAM

WASTEWATER PROJECT

Charles & Andrews Lift Stations Decommissioning

After the construction of the Riverfront Lift Station and associated trunk lines, the existing Charles Street and Andrews Lift Stations can be removed. This will advance one of the goals of the last master plan to reduce the overall number of lift stations in the City.



PROPOSED FUNDING

This project will be paid by the wastewater rate revenues and system development charges.

MEDIUM PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. Along with responding to Council goals the project will reduce costs.

HISTORY OF THE PROJECT

These 2 lift stations have been in operation for several years but are not adequate to serve future growth in the southern portion of the City.

MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov

CAPITAL IMPROVEMENT PROGRAM

WASTEWATER PROJECT

Inflow and Infiltration Projects

The goal of the project is to rehabilitate or replace the aging pipe infrastructure to reduce the maintenance costs and the stormwater Inflow & Infiltration into the City's wastewater collections system.

This year's projects are rehabilitation of pipes and laterals in the area of S Charles Street.

The work that has been completed over the last six years has reduced the amount of stormwater and ground water reaching the treatment plant by 37%.

PROPOSED FUNDING

This will be paid for out of wastewater rate and system development charge funds.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. Along with responding to Council goals the project will reduce costs.

HISTORY OF THE PROJECT

The 2015 Inflow and Infiltration (I/I) Report identified the need for significant replacements/rehabilitation of the older sections of the wastewater collections system throughout the City. This report was validated by the Wastewater Master Plan that was adopted in 2018.

MANDATED FEATURES

NA

CONTACT

brian.kershaw@newbergoregon.gov

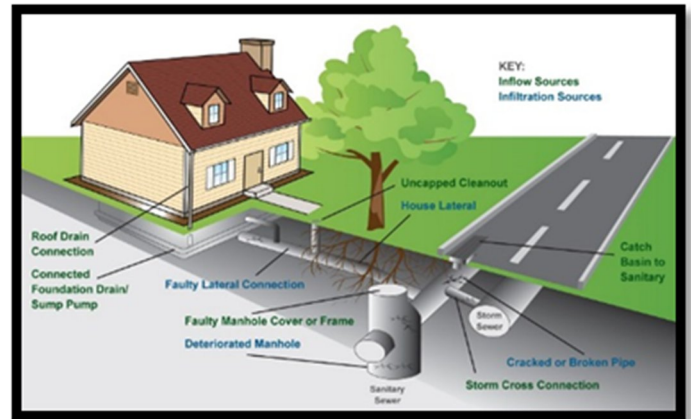


FIGURE 7 INFLOW & INFILTRATION PROGRAM

CAPITAL IMPROVEMENT PROGRAM

WASTEWATER PROJECT

Roofing Replacement at the Wastewater Treatment Plant

The building roof and gutter replacements completed to date include: compost mixing building, operations building, effluent building and compost tunnels. The final roof/gutter replacement that will be needed in the immediate future is the disinfection building and the secondary building. The screw press room has the only remaining original 1987 roof, but shows no signs of issues so will be a low priority for now and continue to be rolled into the future.

PROPOSED FUNDING

This will be paid for out of wastewater rate funds.

PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. Maintaining our existing facilities will reduce the need to replace them in the future.

HISTORY OF THE PROJECT

The maintenance of roofs and gutters on the existing buildings at the 1980's treatment plant buildings was deferred by prior administrations.

MANDATED FEATURES

NA

CONTACT

operations@newbergoregon.gov



FIGURE 8 ROOF MAINTENANCE AT WASTEWATER TREATMENT PLANT

CAPITAL IMPROVEMENT PROGRAM

WASTEWATER PROJECT Compost Sale Pile Cover

This project is to install a cover over the compost that accumulates over the winter months on our sale pile.

PROPOSED FUNDING

This project will be paid by the wastewater rate revenue funds.

LOW PRIORITY PROJECT

This project will reduce operational costs.

HISTORY OF THE PROJECT

There are several benefits to covering this compost. The first is to prevent the rain from washing solids out of the compost pile and back into the plant, which then requires us to send those solids back through the treatment process. The second is that it would provide a higher quality product for our customers that come in during the spring, which is our busiest time of year for compost sales. A third potential benefit is that some of this dry compost could be used for dry recycle during the wet months and allowing us to increase our composting efficiency in the winter months when dry recycle is hard to come by.

MANDATED FEATURES

NA

CONTACT

operations@newbergoregon.gov



Figure 9 COMPOST PILE



Figure 10 EXAMPLE OF COVER

CAPITAL IMPROVEMENT PROGRAM

WASTEWATER PROJECT

Programmable Logic Controller Study and Replacement

The Programmable Logic Controller (PLC) is the system which provides the ability to run the treatment plant in an automatic mode. Currently we are relying on a 3rd party to support parts for the PLC but they could stop production at any time, making our system obsolete. The purchase and implementation of the new system is underway.

PROPOSED FUNDING

This project will be funded using the wastewater rate funds. The City also received a grant from Yamhill County to help fund this project.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg.

HISTORY OF THE PROJECT

The Siemens PLC was installed in the late 1990's and is nearing its life expectancy. The PLC we currently use is no longer being made by Siemens.

MANDATED FEATURES

NA

CONTACT

operations@newbergoregon.gov

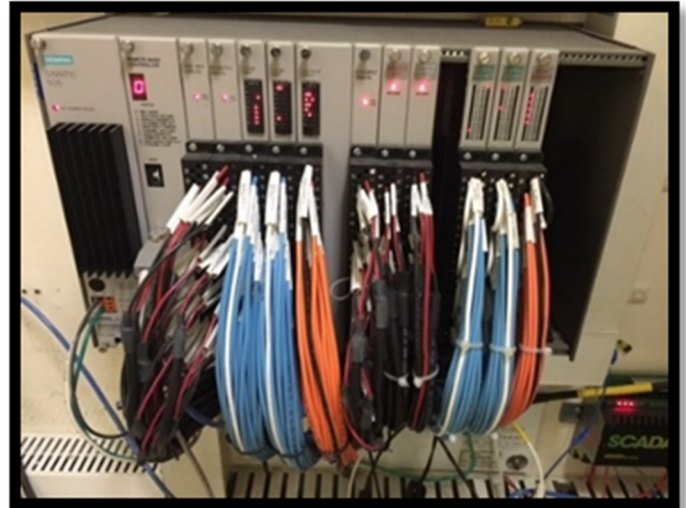


FIGURE 11 PLC

CAPITAL IMPROVEMENT PROGRAM

WASTEWATER PROJECT

Inflow and Infiltration Report

Compiled data will be used to complete a full report of the pipe performance in several basins and will evaluate the effectiveness of the work that the City has completed over the last several years.

PROPOSED FUNDING

This project will be funded by the wastewater rate and SDC funds.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. Along with responding to Council goals the project will reduce costs.

HISTORY OF THE PROJECT

An Inflow and Infiltration (I & I) study was completed for the Dayton and Wyooski Basins in 2015. Data has been recently gathered in the Springbrook and Hess Creek Basins.

STATE MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov

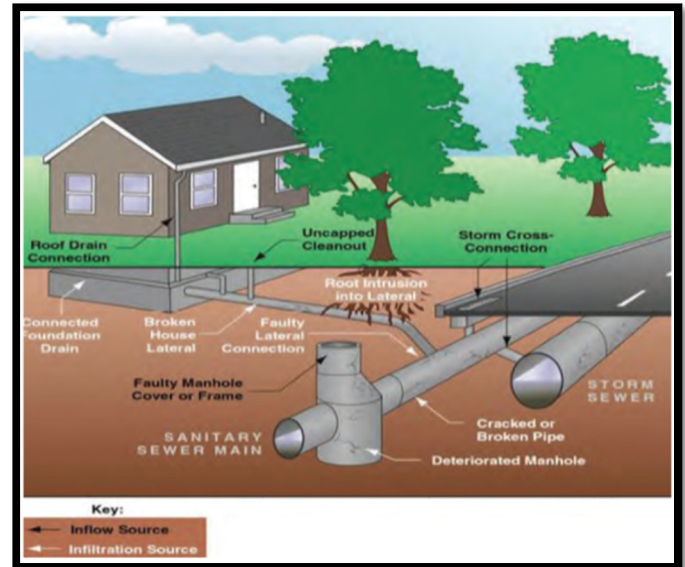


FIGURE 12 I&I ENTERING THE BASINS

CAPITAL IMPROVEMENT PROGRAM

WASTEWATER PROJECT

Lift Station

Short Term Improvements

This project includes minor improvements to Charles, Chehalem, Creekside, Fernwood, Highway 240, and Sheridan lift stations. Examples of the improvements include; adding safety grating to valve vaults, installing bollards for traffic protection, installing additional fencing to stations that don't have it, repainting of building doors, and replacing heaters and heat taping for freeze protection.

PROPOSED FUNDING

Wastewater rate revenue funds and 1% SDC funds.

LOW PRIORITY PROJECT

The project will increase health and safety and reduce maintenance costs.

HISTORY OF THE PROJECT

These identified improvements, and various others, were identified in the 2018 Wastewater Master Plan update.

MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov



FIGURE 13 FERNWOOD VALVE VAULT



FIGURE 14 CHARLES LS WITHOUT BOLLARDS

CAPITAL IMPROVEMENT PROGRAM

WASTEWATER PROJECT

WWTP Hydraulic Improvements

Wastewater Treatment Plant (WWTP) Hydraulic Improvements are a group of projects to improve the hydraulic flow through the WWTP. They include modifications to the clarifier distribution box, the effluent weirs, and installation of a second (parallel) pipe from the clarifier effluent to the chlorine contact basin.

PROPOSED FUNDING

Wastewater rate revenue along with 14% SDC funds.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. The projects will increase the efficiency of the treatment plant, reducing operational costs.

HISTORY OF THE PROJECT

These improvements were identified in the 2018 Wastewater Master Plan update.

MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov



FIGURE 15 INSTALLATION OF A SECOND (PARALLEL) PIPE FROM THE CLARIFIER EFFLUENT TO THE CHLORINE CONTACT BASIN

CAPITAL IMPROVEMENT PROGRAM

WASTEWATER PROJECT

Upper Portion of Hess Creek Trunk Line

Currently the access to Hess Creek is limited and undersized in some locations. This project will line the upper portion of the Hess Creek trunk line to reduce I/I influence and extend the life of the pipe. Flow monitoring will also be implemented after the lining to inform the design phase of Hess Creek Phase 2 project downstream.

PROPOSED FUNDING

This project will be funded by the wastewater rate revenues and 2% SDC funds.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. Lining the existing pipe will reduce the need for new pipe and disposing of the existing pipe. This project may also decrease the size of pipe needed downstream.

HISTORY OF THE PROJECT

This project is C1.A in the 2018 Wastewater Master Plan update and is a priority project as it will reduce Inflow and Infiltration and may reduce the size of pipe needed downstream.

MANDATED FEATURES

The work within Hess Creek may require state and local permits.

CONTACT

engineering@newbergoregon.gov

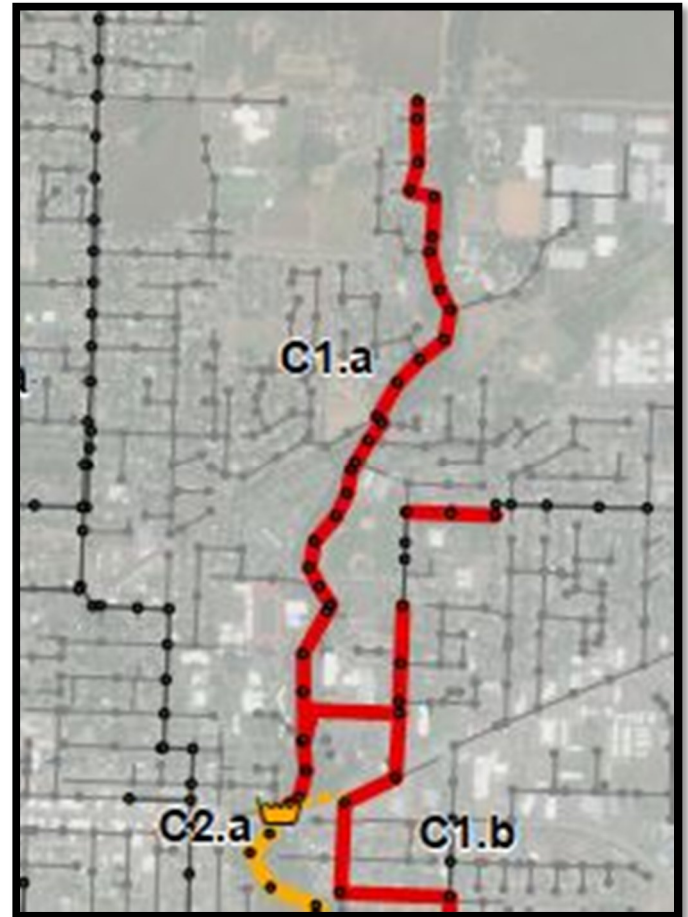


FIGURE 16 HESS CREEK TRUNK LINE

CAPITAL IMPROVEMENT PROGRAM

WASTEWATER PROJECT

Parallel Line to Lower Portion of Hess Creek Trunk Line

The limits of this project are from E Fulton to the Wastewater Treatment Plant. This project will construct a gravity main line parallel to Hess Creek Canyon and reduce the flow going into the trunk line. The new lift station in the Phase 3 project will discharge to this new pipe.

PROPOSED FUNDING

This project will be paid for by the wastewater rate revenues and 2% SDC funds.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. To relocate the pipe from Hess Creek will reduce Inflow & infiltration, reduce maintenance costs and impacts to Hess Creek.

HISTORY OF THE PROJECT

This project is C1.b in the 2018 Wastewater Master Plan Update and is a priority project.

MANDATED FEATURES

The work within Hess Creek may require state and local permits.

CONTACT

engineering@newbergoregon.gov

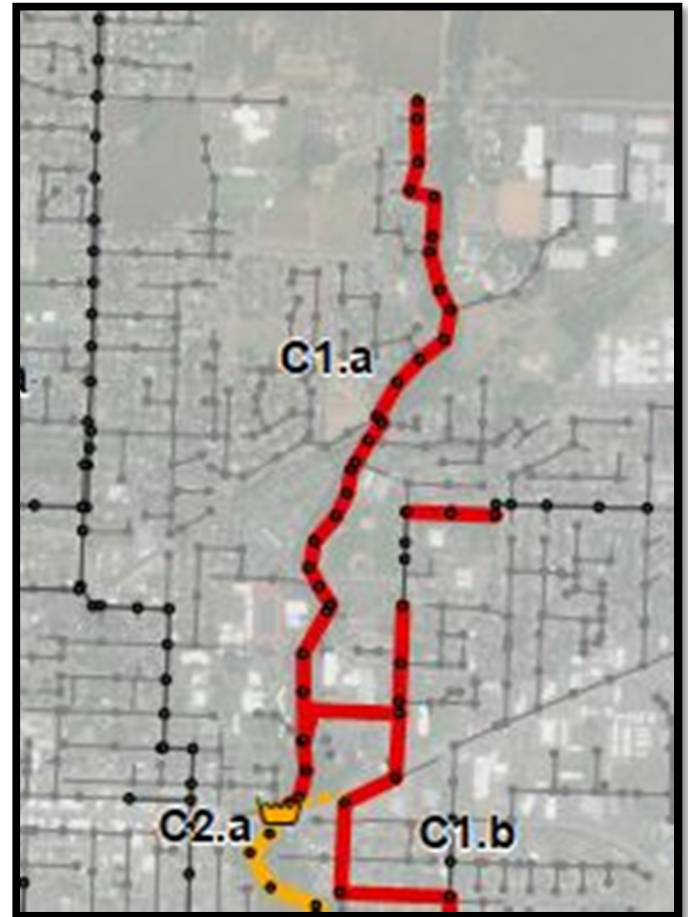


FIGURE 17 AREA OF E FULTON
TO THE WASTEWATER TREATMENT PLANT

CAPITAL IMPROVEMENT PROGRAM

WASTEWATER PROJECT W Pinehurst Court Wastewater

This project (C1.d) will re-direct wastewater flow from W Pinehurst Court south to existing lines on W Creekside Court.

PROPOSED FUNDING

This project will be funded by the wastewater rate revenues.

LOW PRIORITY PROJECT

The project will increase health and safety, reduce maintenance costs and reduce the possibility of an overflow.

HISTORY OF THE PROJECT

The 2018 Wastewater Master Plan identified this location as a possible overflow site due to the grade of W Pinehurst Court and the shallow wastewater line.

MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov

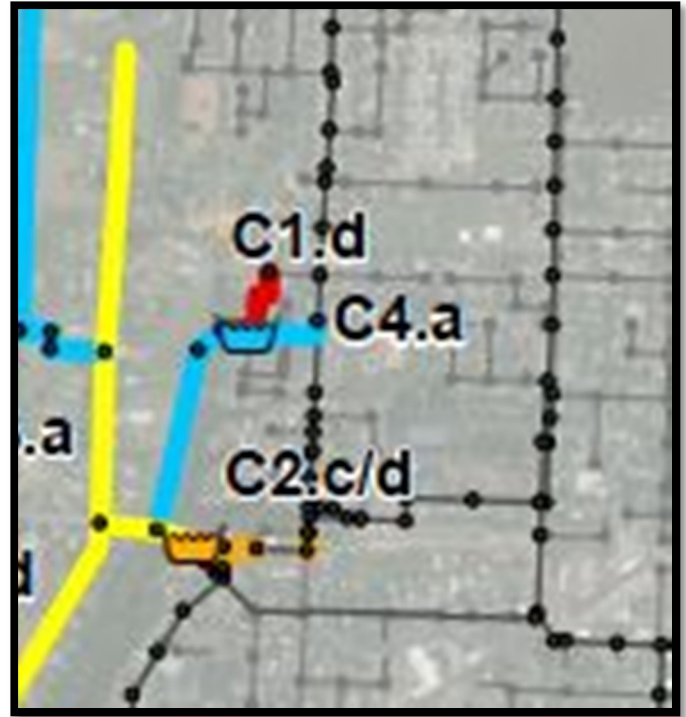


FIGURE 18 AREA OF W PINEHURST CT TO W CREEKSIDE CT

CAPITAL IMPROVEMENT PROGRAM

WASTEWATER PROJECT

N Springbrook Trunk Line

This project will increase the capacity of the Springbrook Road line. This includes a parallel line and may be eliminated with other wastewater improvements.

PROPOSED FUNDING

This project will be funded by the wastewater rate revenues and system development charges.

MEDIUM PRIORITY PROJECT

The project will increase health and safety, reduce maintenance costs and reduce the possibility of an overflow.

HISTORY OF THE PROJECT

The 2018 Wastewater Master Plan identified this location as a possible overflow site.

MANDATED FEATURES

When the work occurs, the City will need to obtain a permit from the Oregon Department of Transportation.

CONTACT

engineering@newbergoregon.gov



FIGURE 19 VICINITY MAP

CAPITAL IMPROVEMENT PROGRAM

WASTEWATER PROJECT Riverfront Lift Station

This project will install a new lift station in the Riverfront area. This will serve the new development proposed and will allow for two smaller lift stations to be decommissioned.

PROPOSED FUNDING

This project will be funded by the wastewater rate revenues and system development charges.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. The projects will reduce operational costs.

HISTORY OF THE PROJECT

Future infrastructure in the Riverfront area will be necessary to service developments predicted in the next 20 years. In addition to serving future development, this infrastructure could allow for the displacement of Andrew and Charles Lift Stations. Additional gravity pipelines with approximate alignments shown in Figure 19 could transport Andrew and Charles Lift Station flows to the new, regional Riverfront Lift Station.

MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov

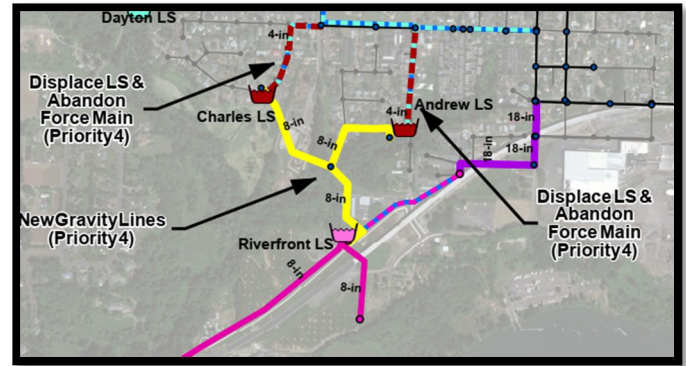


FIGURE 20 VICINITY MAP

CAPITAL IMPROVEMENT PROGRAM

WATER PROJECTS

The Water Program provides planning, design and construction of improvements for the City's public water utility system. This program area includes the well field, storage reservoirs, water treatment plant, pump stations, and water distribution system.

The following project list was developed from the 2017 Water Master Plan and other associated studies while considering the available funds from the water utility rates and system development charges. A new project shown as a new groundwater treatment plant will be a main component of the five year plan along with the HB2001 projects. The redundant water supply project will move forward with geotechnical evaluations and engineering work related to a new water intake.

WATER PROJECTS	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
Redundant Water Supply	\$ 579,563	\$ 3,198,018	\$ -	\$ -	\$ -	\$ -
Bell West Pump Station - Zone 2 constant pressure	\$ 170,000	\$ 1,051,000	\$ -	\$ -	\$ -	\$ -
Upsize existing mains and construct new distribution loop	\$ 232,000	\$ 258,750	\$ -	\$ 110,872	\$ 286,881	\$ -
NE Zimri Drive Zone 3 distribution backbone within UGB	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
N College Street - N Terrace Street - proposed Bell West P	\$ 30,000	\$ 720,000	\$ -	\$ -	\$ -	\$ -
Routine Main Replacement Program	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -
North non-potable water line and Otis Springs pumping in	\$ -	\$ 103,500	\$ 374,929	\$ -	\$ -	\$ -
Fixed Base Radio Read	\$ 365,790	\$ 207,000	\$ -	\$ -	\$ -	\$ -
Decommission Well #1	\$ -	\$ 103,500	\$ -	\$ -	\$ -	\$ -
WTP Filter Covers	\$ 188,000	\$ -	\$ -	\$ -	\$ -	\$ -
Nvalley Reservoir Driveway	\$ -	\$ 239,970	\$ -	\$ -	\$ -	\$ -
Emergency Connection & Controls at WTP	\$ -	\$ 582,451	\$ -	\$ -	\$ -	\$ -
Seismic Improvements at Water Reservoirs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 730,352
Seismic Improvements - Waterline Replace	\$ 168,826	\$ 179,977	\$ 191,865	\$ -	\$ 218,047	\$ -
HB 2001 Waterline - Main, 4th, Lincoln & 5th	\$ -	\$ 239,970	\$ 365,822	\$ -	\$ -	\$ -
HB 2001 Waterline - Blaine St	\$ -	\$ -	\$ -	\$ -	\$ 1,180,362	\$ -
HB 2001 Waterline - Meridian	\$ -	\$ -	\$ -	\$ -	\$ 639,605	\$ -
HB 2001 Waterline - 7th, Pacific, 9th & Paradise	\$ -	\$ -	\$ 319,775	\$ 545,433	\$ 581,459	\$ -
HB 2001 Waterline - River	\$ 281,377	\$ 441,544	\$ -	\$ -	\$ -	\$ -
HB 2001 Waterline - 5th	\$ 166,575	\$ -	\$ -	\$ -	\$ -	\$ -
HB 2001 Waterline - 11th & Boston Square	\$ 55,150	\$ -	\$ -	\$ -	\$ -	\$ 1,336,752
HB 2001 Waterline - Vermillion	\$ 12,381	\$ -	\$ -	\$ -	\$ -	\$ -
AWIA	\$ 50,000	\$ -	\$ -	\$ -	\$ 229,505	\$ -
GWTP New	\$ -	\$ 517,500	\$ 1,874,644	\$ 5,820,769	\$ 5,163,854	\$ -
TOTAL WATER PROJECTS	\$ 2,549,663	\$ 7,843,179	\$ 3,127,034	\$ 6,477,074	\$ 8,299,712	\$ 2,067,104

CAPITAL IMPROVEMENT PROGRAM

WATER PROJECT Bell West Pump Station

The proposed pump station is needed to supply adequate fire flow and constant service pressure to the Zone 2 expansion area. Once the Bell Road Reservoir is constructed, this pump station will be used to supply a future reservoir.

Additionally, this project extends waterlines from N Terrace Drive to the intersection of N College and NE Valley Road and then to the east down NE Bell Road. This will help supply water for future Zone 2 development.

PROPOSED FUNDING

This project will be funded for out of water rate revenues and system development charge funds.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. Along with responding to Council goals the project will:

- Increase health and safety
- Reduce costs

HISTORY OF THE PROJECT

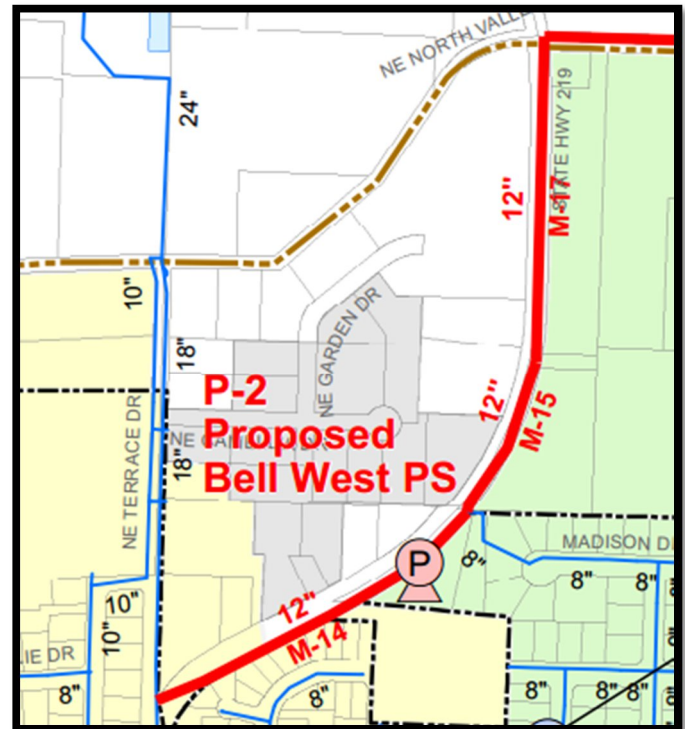
The Oak Knoll Water Booster Pump Station at 3613 N Ivy Drive was installed in 2000 to provide a constant water pressure (Pressure Zone 2) to serve 42 homes along Knoll Drive at the city's northern water service area. Since then, 16 homes along W Madison Drive, and Veritas School, were added and served by the city's potable water system. Any additional connections to this system could impact the operation of the existing Oak Knoll Booster Pump Station.

MANDATED FEATURES

NA

CONTACT

paul.chiu@newbergoregon.gov



CAPITAL IMPROVEMENT PROGRAM

WATER PROJECT

Decommission Wells #1 and #2

This project would properly decommission the wells that are no longer being used per state standards.

PROPOSED FUNDING

This will be paid for out of water rate and system development charge funds.

MEDIUM PRIORITY PROJECT

This is a regulatory requirement that must be completed by the City.

HISTORY OF THE PROJECT

Wells #1 & #2 have reached the end of life and are not being utilized.

MANDATED FEATURES

This is regulated by OAR 690-220-0030.

CONTACT

engineering@newbergoregon.gov

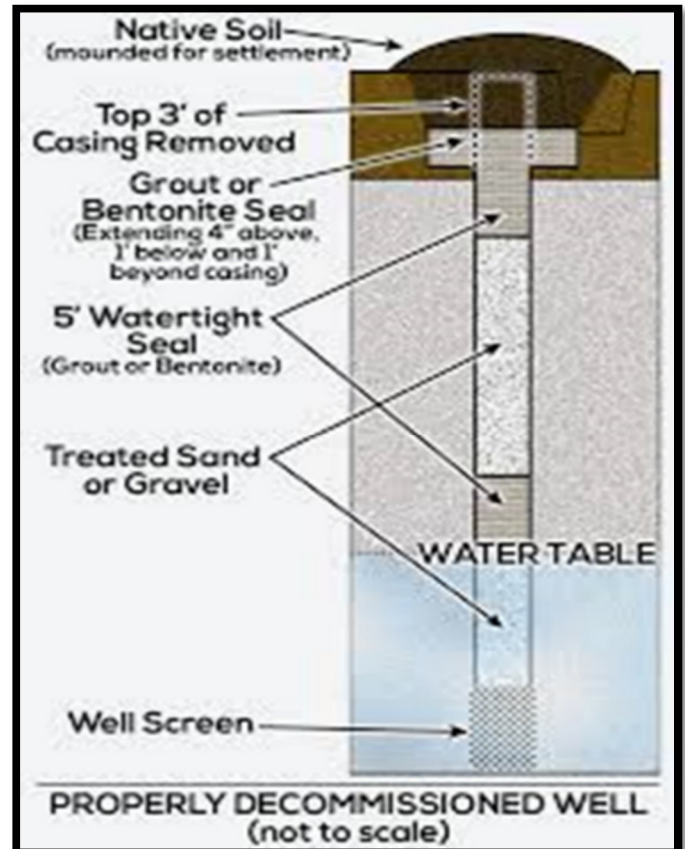


FIGURE 21 DECOMMISSION WELLS 1 & 2

CAPITAL IMPROVEMENT PROGRAM

WATER PROJECT

Downtown Fire Flow Project

This project is to replace several non-looped sections of 1 and 2 inch diameter water mains along Hancock Street through downtown Newberg.

PROPOSED FUNDING

This project will be paid for out of water rate revenues and system development charge funds.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. Along with responding to Council goals the project will increase health and safety.

HISTORY OF THE PROJECT

Fire flow deficiencies occur in this area and the project will also improve fire hydrant spacing and coverage. This project will coordinate with the adopted 2016 Downtown Improvement Plan.

MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov



FIGURE 22 REPLACING DEFICIENT PIPE AND INADEQUATE FIRE HYDRANTS ON HANCOCK STREET

CAPITAL IMPROVEMENT PROGRAM

WATER PROJECT

Fixed Based Radio Read

Advanced metering infrastructure (AMI) is an integrated system of smart meters, communications networks, and data management systems that enables two-way communication between utilities and customers. The project will consist of the installation of two lattice towers, the RNI/Customer portal and the replacement of meters and meter boxes.

PROPOSED FUNDING

This project will be paid for out of water rate and SDC funds.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability and improved diversity, equity, and inclusion as priorities for Newberg. Along with responding to council goals the project will:

- Increase health and safety
- Reduce costs

HISTORY OF THE PROJECT

The existing meter reading system requires that someone drive through the entire city to read the meters. The fixed based system will allow for the meters to be read from the utility billing office in real time. This will cut down on labor costs and could detect a leak sooner. Rate payers will also have the ability to gain access to hourly real-time and historical water use information. Operations and treatment plant staff will have access to real time data.

MANDATED FEATURES

NA

CONTACT

kaaren.hofmann@newbergoregon.gov

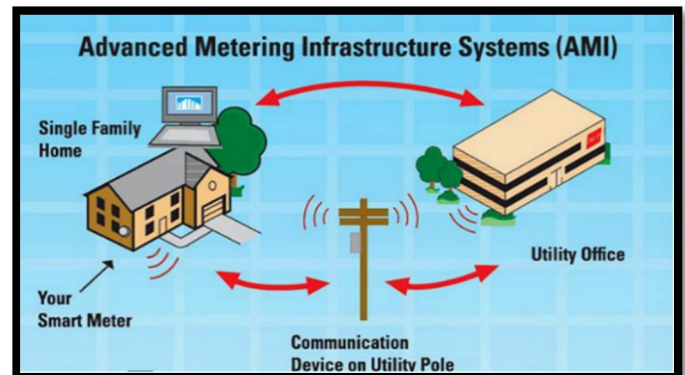


FIGURE 23 READING METERS CURRENTLY (TOP) VS ADVANCED WATER METERING READING INFRASTRUCTURE SYSTEM (BOTTOM)

CAPITAL IMPROVEMENT PROGRAM

WATER PROJECT Redundant Supply

The City's current water supply is the well field on the south side of the Willamette River. To address supply vulnerability and long-term water resiliency, per the 2017 Water System Master Plan, the City should pursue another source north of the Willamette River. This project would include water rights, exploration, property acquisition and potentially the construction of a secondary treatment plant.

Phase 1 & 2 of the project are completed. Phase 3 is underway.

PROPOSED FUNDING

This will be paid for out of water rate revenues and SDC funds.

HIGH PRIORITY PROJECT

Providing for a Safe and Reliable Water System for our citizens is a necessary function of the City. Development of an additional water supply and a seismically resilient system focuses on customer service and sustainability of one of our most valuable resources. Along with responding to Council goals the project will:

- Increase health and safety

HISTORY OF THE PROJECT

The City's 2017 Water Master Plan notes that the City's water supply source is vulnerable to flooding, ground movement, seismic activity or other natural disasters. If something was to occur to that source, the City would be unable to provide water to its residents.

MANDATED FEATURES

NA

CONTACT

kaaren.hofmann@newbergoregon.gov

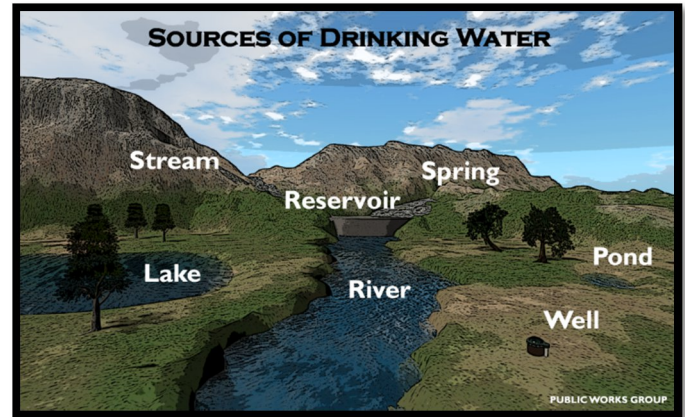


FIGURE 24 EXPLORING FUTURE WATER SUPPLY

CAPITAL IMPROVEMENT PROGRAM

WATER PROJECT Fire Flow - Various

There are several more fire flow upgrades projects noted in the 2017 Water Master Plan. The priorities will be decided based on other projects and opportunities.

PROPOSED FUNDING

These projects will be funded by the SDC and water rate funds.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. Along with responding to Council goals the project will increase health and safety.

HISTORY OF THE PROJECT

The 2017 Water Master Plan identified several locations that need to be upgraded to provide increased fire flows.

MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov



FIGURE 25 FIRE FLOW UPGRADES

CAPITAL IMPROVEMENT PROGRAM

WATER PROJECT

North Valley Reservoir Driveway

The access to the North Valley Reservoirs is currently gravel and has drainage issues. This project would correct the drainage issues and pave the access to allow the City to access this important asset in all-weather situations.

PROPOSED FUNDING

This project will be funded by water rate revenues.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. Along with responding to Council goals the project will:

- Increase health and safety
- Reduce costs

HISTORY OF THE PROJECT

The existing access is gravel with an undersized culvert. The City is responsible for maintenance of this access.

MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov



FIGURE 26 NORTH VALLEY RESERVOIR ACCESS ROAD

CAPITAL IMPROVEMENT PROGRAM

WATER PROJECT

Routine Water Main Replacement

As existing pipes age and reach the end of life, they need to be replaced. It is better to replace pipes on a routine basis than as an emergency repair. This project also includes the replacement of water pipes to be more resilient in a natural disaster.

PROPOSED FUNDING

This project will be funded by water rate revenues.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. Replacing pipes on a routine basis is better for the residents and the environment. Along with responding to Council goals the project will:

- Increase health and safety
- Reduce costs
- Coordinates with larger planned projects

HISTORY OF THE PROJECT

The 2017 Water Master Plan identified water lines that were near the end of life and need to be replaced. Additionally, the seismic plan indicated that the critical water pipes be replaced to become more resilient. Staff is coordinating these projects with other utility and transportation projects.

STATE MANDATED FEATURES

The seismic resilience study was guided by the Oregon Resilience Plan and meets relevant requirements of OAR Chapter 333, Division 061-0060(5)(a)(J). This information is being incorporated into the technical update of the Water Master Plan.

CONTACT

engineering@newbergoregon.gov

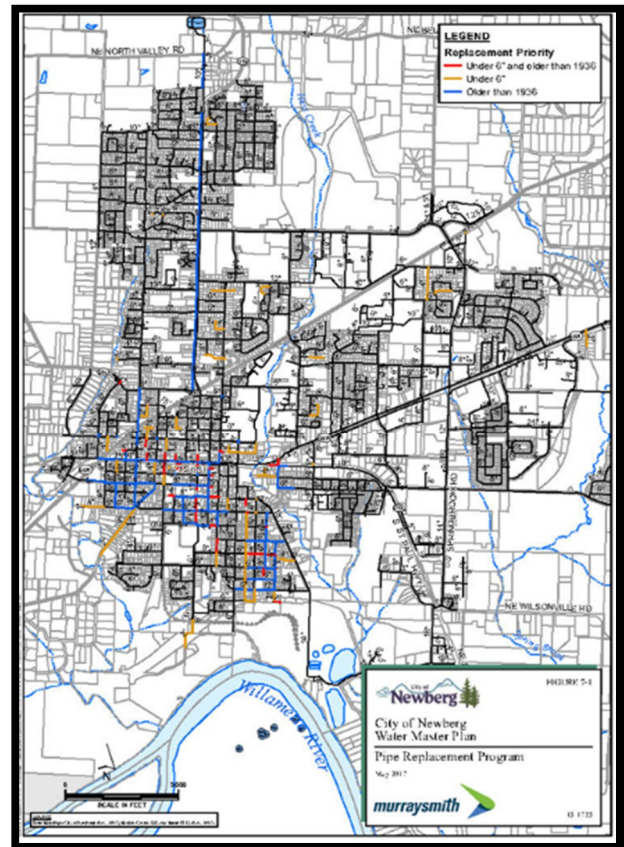
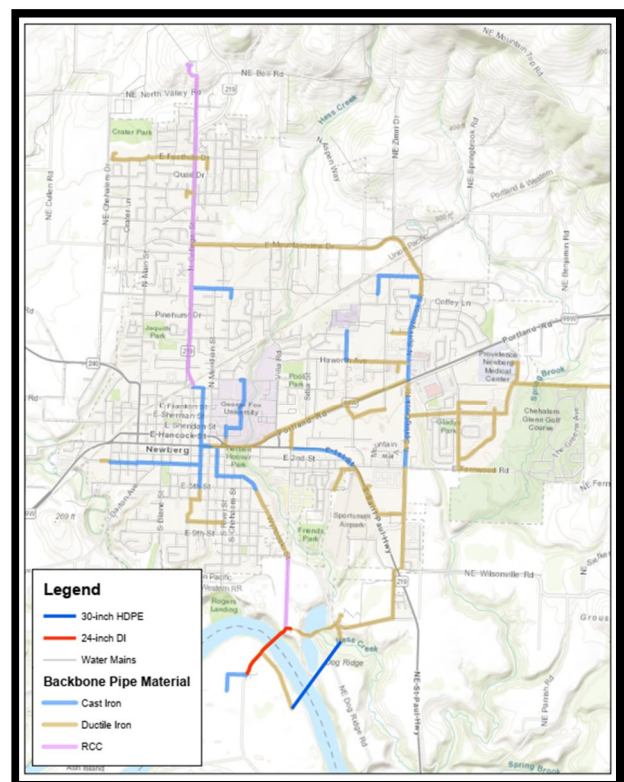


FIGURE 27 CITY WATER SERVICE



CAPITAL IMPROVEMENT PROGRAM

WATER PROJECT

New Ground Water Treatment Plant

Our existing ground water treatment plant was originally constructed in 1953 and it was expanded and upgraded in 1961, 1970, 1980, 1997 and 2006. The current plant is vulnerable to damage in a seismic event and there is a need to cover the treatment plant filters to meet State requirements for airborne contamination of treated water. Instead of spending over \$8,000,000 for these improvements, it has been determined that it makes more fiscal sense to construct a new ground water treatment plant to meet the City's needs.



PROPOSED FUNDING

This project will be funded by water rate revenues and will need to be financed for a portion of the work.

HIGH PRIORITY PROJECT

This is a regulatory requirement.

HISTORY OF THE PROJECT

This was determined after more investigation into constructing the required seismic improvements and the required covers.

MANDATED FEATURES

All will be mandated by the State.



CONTACT

kaaren.hofmann@newbergoregon.gov

CAPITAL IMPROVEMENT PROGRAM

WATER PROJECT

American Water Infrastructure Act

The America's Water Infrastructure Act of 2018 requires community water systems that serve more than 3,300 people to complete a risk and resilience assessment and develop an emergency response plan. The City's first assessment and response plan was completed in 2021. This is required to be reviewed every five years.

PROPOSED FUNDING

Water rate revenues.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. Along with responding to Council goals the project will increase health and safety and complies with a federal and state mandate.

HISTORY OF THE PROJECT

This is a requirement from the Environmental Protection Agency. This assessment and plan is a replacement of the existing Water Vulnerability Study that was completed in the early 2000s.

MANDATED FEATURES

NA


CONTACT

engineering@newbergoregon.gov

RISK AND RESILIENCE ASSESSMENTS AND EMERGENCY RESPONSE PLANS:

Section 2013 of America's Water Infrastructure Act of 2018 (AWIA) requires community water systems¹ that serve more than 3,300 people to complete a risk and resilience assessment and develop an emergency response plan.

	NEW REQUIREMENTS FOR DRINKING WATER UTILITIES	
	<h3>RISK AND RESILIENCE ASSESSMENT</h3> <p>Your utility must conduct a risk and resilience assessment and submit certification of its completion to the U.S. EPA by the following dates:</p> <div><div>Important Dates</div><ul style="list-style-type: none">March 31, 2020 if serving ≥100,000 people.December 31, 2020 if serving 50,000 to 99,999 people.June 30, 2021 if serving 3,301 to 49,999 people.</div>	<h3>EMERGENCY RESPONSE PLAN</h3> <p>Your utility must develop or update an emergency response plan and certify completion to the U.S. EPA no later than six months after risk and resilience assessment certification. Each utility deadline is unique; however, the dates below are the due dates for utilities who submit a risk and resilience assessment certification by the final due date according to the population served.</p> <div><div>Important Dates</div><ul style="list-style-type: none">September 30, 2020 if serving ≥100,000 people.June 30, 2021 if serving 50,000 to 99,999 people.December 30, 2021 if serving 3,301 to 49,999 people.</div>
	<h3>Recertification</h3> <p>Every five years, your utility must review the risk and resilience assessment and submit a recertification to the U.S. EPA that the assessment has been reviewed and, if necessary, revised.</p> <p>Visit the U.S. EPA website to find more information on guidance for developing a risk and resilience assessment at https://www.epa.gov/water/riskassessment/conduct-drinking-water-or-wastewater-utility-risk-assessment.</p>	<p>Within six months of submitting the recertification for the risk and resilience assessment, your utility must certify it has reviewed and, if necessary, revised, its emergency response plan.</p> <p>Visit the U.S. EPA website for guidance on developing an Emergency Response Plan at https://www.epa.gov/water/utlityresponse/develop-or-update-drinking-water-or-wastewater-utility-emergency-response-plan.</p>



TOOLS OR METHODS

AWIA does not require the use of any standards, methods or tools for the risk and resilience assessment or emergency response plan. Your utility is responsible for ensuring that the risk and resilience assessment and emergency response plan address all the criteria in AWIA Section 2013(a) and (b), respectively. The U.S. EPA recommends the use of standards, including AWWA 100-10 Risk and Resilience Management of Water and Wastewater Systems, along with tools from the U.S. EPA and other organizations, to facilitate sound risk and resilience assessments and emergency response plans.

¹ Section 2013 of AWIA applies to community water systems. Community water systems are drinking water utilities that consistently serve at least 25 people or 15 service connections year-round.

Still have questions about the new AWIA requirements?
Contact the U.S. Environmental Protection Agency (U.S. EPA) at dwrresilience@epa.gov.

Office of Water (6050T)
EPA-917-F-19-004
May 2019

CAPITAL IMPROVEMENT PROGRAM

WATER PROJECT

Emergency Connection & Controls

This project will implement needed improvements to the water system to meet the Oregon Resilience Plan and City of Newberg Level of Service Goals. As identified in the vulnerability assessment, the Waste Treatment Plant poses several risks if a Cascadia Subduction Zone earthquake occurs. By adding a point for emergency cross-connection and installing hydraulic control valves, the plant could be isolated during an earthquake event, allowing raw water to continue into the distribution system.

PROPOSED FUNDING

Water rate revenues.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. Along with responding to Council goals the project will increase health and safety and complies with a federal and state mandate.

HISTORY OF THE PROJECT

In support of the 2017 Water Master Plan and Oregon Health Authority (OHA) guidelines, the City conducted a water system Seismic Resilience Assessment (SRA).

MANDATED FEATURES

Compliance with the Oregon Resilience Plan.

CONTACT

engineering@newbergoregon.gov

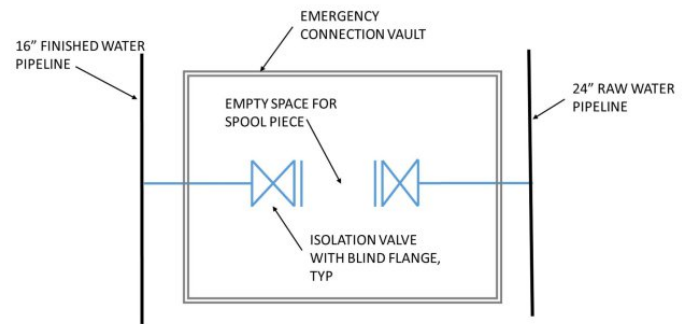


Figure 1. Raw Water Emergency Connection Vault

CAPITAL IMPROVEMENT PROGRAM

WATER PROJECT

Reservoirs Seismic Improvements

This project will implement needed improvements to the water system to meet the Oregon Resilience Plan and City of Newberg Level of Service Goals for the water reservoirs. By adding hydraulic control valves and replacing a portion of the pipe at North Valley Reservoirs, water storage at the tanks could be preserved.

PROPOSED FUNDING

Water rate revenues.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg. Along with responding to Council goals the project will increase health and safety and complies with a federal and state mandate.

HISTORY OF THE PROJECT

In support of the 2017 Water Master Plan and Oregon Health Authority (OHA) guidelines, the City conducted a water system Seismic Resilience Assessment (SRA).

MANDATED FEATURES

Compliance with the Oregon Resilience Plan.

CONTACT

engineering@newbergoregon.gov



Figure 3.6 – Former Chlorination Building

CAPITAL IMPROVEMENT PROGRAM

WATER PROJECT HB2001 Improvements

This project will implement needed improvements to the water system to comply with HB 2001; Middle Housing requirements. This project will upsize several pipes in the area south of downtown Newberg.

PROPOSED FUNDING

Water rate revenues.

HIGH PRIORITY PROJECT

The Council has identified increased sustainability and improved diversity, equity, inclusion, and housing as priorities for Newberg.

HISTORY OF THE PROJECT

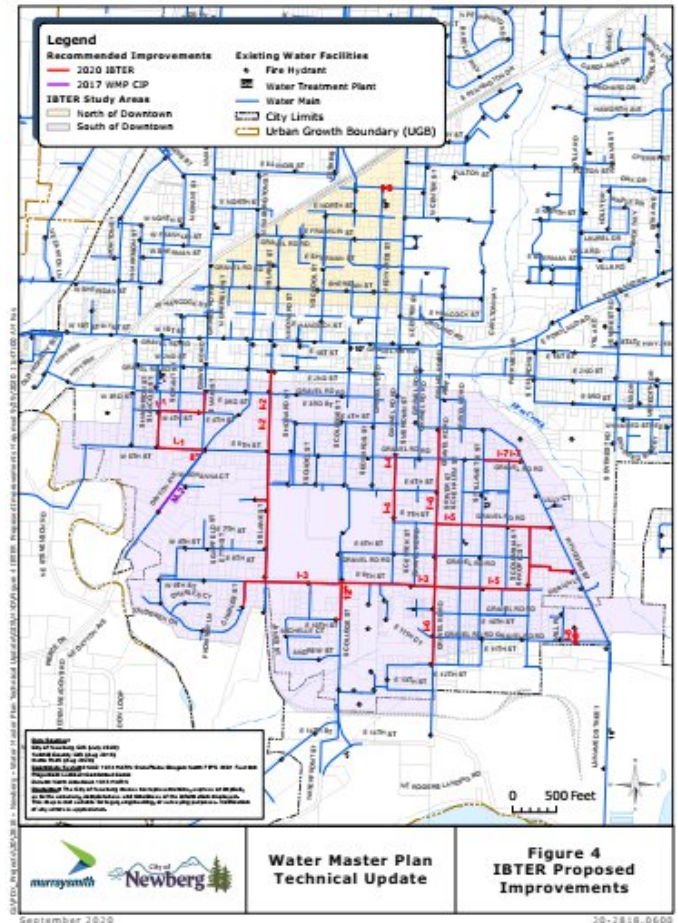
In the evaluation of providing for middle housing it was determined that several of the water pipes in the area south of downtown are not adequate to provide the required fire flow.

MANDATED FEATURES

NA

CONTACT

engineering@newbergoregon.gov



Recommended Improvements

Project No.	Project Description	Estimated Project Cost ^{1,2}
I-1	Install 1,733 LF of 8-inch DI Pipe in S Main Street, W 4th Street, S Lincoln Street, and W 5th Street	\$485,000
I-2	Install 2,558 LF of 12-inch DI Pipe in S Blaine Street	\$812,000
I-3	Install 2,962 LF of 8- and 12-inch DI Pipe in E 9th Street, Charles Street, and S College Street	\$1,756,000
I-4	Install 772 LF of 8- and 12-inch DI Pipe in S Meridian Street	\$440,000
I-5	Install 3,691 LF of 12-inch DI Pipe in E 7th Street, S Pacific Street, E 9th Street, and Paradise Drive	\$1,167,000
I-6	Install 2,736 LF of 12-inch DI Pipe in S River Street	\$868,000
I-7	Install 453 LF of 12-inch DI Pipe in E 5th Street	\$148,000
I-8	Install 159 LF of 8-inch DI Pipe from E 11th Street to the Boston Square Apartments	\$49,000
I-9	Install 15 LF of 8-inch DI Pipe in Vermillion Street	\$11,000
Total Cost		\$8,737,000

CAPITAL IMPROVEMENT PROGRAM

WATER PROJECT Otis Springs Improvements

This project will construct the necessary improvements to Otis Springs to allow for this resource to be used in the Non-Potable Water System. New pumps must be installed in order to meet the desired flow rates and standard pressures of 30-90 psi. Larger tank size is required in order to successfully fill and drain under the 9 hour irrigation period each day.

PROPOSED FUNDING

Water rate revenues.

PRIORITY PROJECT

The Council has identified increased sustainability as a priority for Newberg.

HISTORY OF THE PROJECT

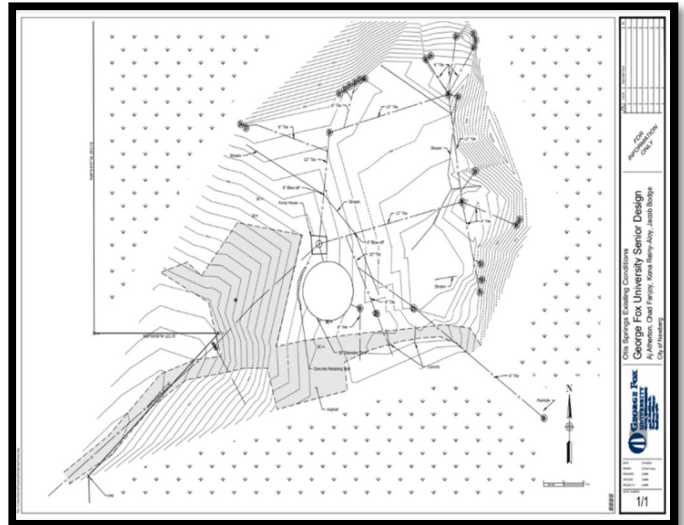
This project is in the 2017 Water Master Plan as an integral part of the Non-Potable Water System. The existing Otis Springs infrastructure and non-potable supply is not adequate for the City's proposed developments shown in Option B of the 'Water Master Plan May 2017'.

MANDATED FEATURES

NA

CONTACT

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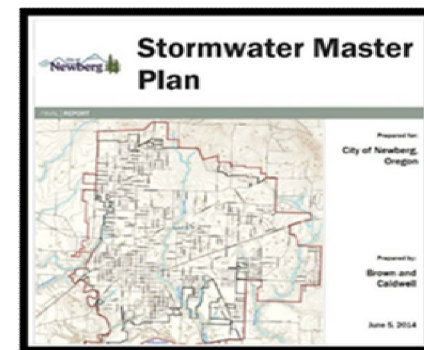
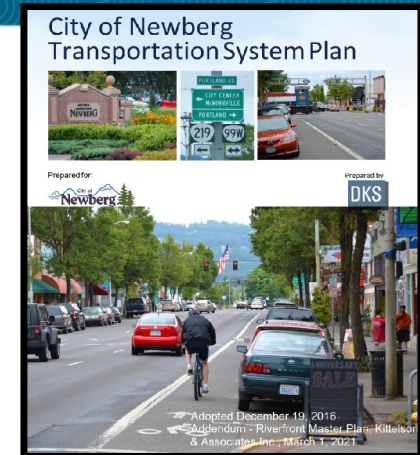
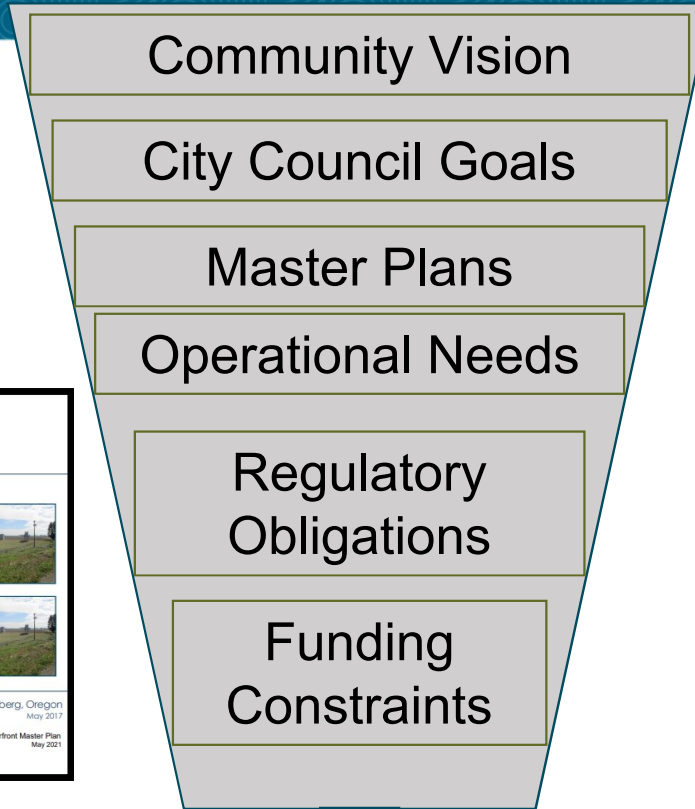
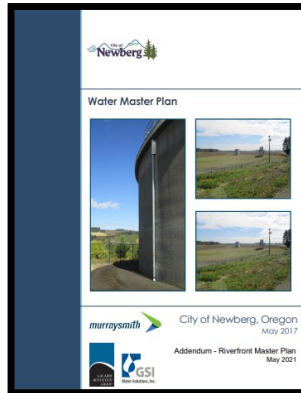


Capital Improvement Program

Fiscal Year 2022-2023

March 21, 2022





CAPITAL IMPROVEMENT PROGRAM

Update on FY21/22 Projects

UnderwayO	
▪ Inflow & Infiltration (I/I)	▪ Bell West PS
▪ NE Chehalem Water & Wastewater Extension	▪ College Street Sidewalks, Bike Lanes & Waterline Relocation
▪ Routine WL Replacement	▪ PLC Installation
▪ Hess Creek Lining	▪ Maintenance Yard
▪ Redundant Supply Study	▪ Fixed Based Radio Read
▪ N Elliott Road	▪ 800 Block Wynooski Stormwater
▪ N Springbrook Road	▪ Safe Routes to School
▪ N Main/Illinois/240 Study	▪ 2022 Pavement Projects
▪ N Libra Street Stormwater	▪ River Street Waterline
▪ Otis Springs/Non Potable	

Completed
▪ Master Plan Updates
▪ Oxidation Ditch
▪ Clarifier Study
▪ Operations Remodel
▪ WTP Property Purchase
▪ Fire Flow – Vittoria Square
▪ WWTP Sawdust Bays
▪ E Crestview Drive
▪ AWIA
▪ 2021 Pavement Projects
▪ WWTP Solar Farm

Multi-Funded Projects

MULTI FUNDED PROJECTS	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
Public Works Maintenance Facility Master Plan	\$ 114,419	\$ 208,811	\$ 160,684	\$ 166,308	\$ 172,128	\$ 178,153
N College Street Bike Lanes and Sidewalks/Waterline Relocation/Additional Valves	\$ 60,000	\$ 910,000	\$ -	\$ -	\$ -	\$ -
N Springbrook Road	\$ 39,500	\$ 103,500	\$ 321,368	\$ 1,243,898	\$ 286,880	\$ 356,305
NE Chehalem Drive Water & Wastewater Ext	\$ 1,680,000	\$ 258,750	\$ -	\$ -	\$ -	\$ -
N Elliott Road: 99W to Newberg High School	\$ 3,014,639	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -
E Crestview Drive: 99W to Springbrook Road	\$ 1,735,111	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL MULTI FUNDED PROJECTS	\$ 6,643,669	\$ 4,481,061	\$ 482,052	\$ 1,410,206	\$ 459,008	\$ 534,458

N College Street Bike Lanes & Sidewalks / Waterline Relocation

- Between East Aldercrest and East Foothills.
- Extend the sidewalks and bike lanes down the west side of the road.
- N College Street water line relocation will be constructed ahead of this project.
- Most of the roadway funding through ODOT's STP program.



N Elliott Road; 99W to Newberg High School

- This is the south entrance road into the High School.
- There are substandard bike and pedestrian facilities on this roadway which cause safety and accessibility issues.
- Bike lanes and sidewalks are required in an urban environment.
- There is no drainage system on N Elliott Road, resulting in frequent ponding.
- The water and wastewater lines need to be repaired/replaced.



NE Chehalem Drive Water & Wastewater Extension

- Properties along NE Chehalem Drive have inquired about developing.
- No existing public wastewater and water lines.
- Extension from the current terminus in Hwy 240 to W Columbia Drive will allow for orderly development (~2800 lineal feet). Current construction will end ~500' north of Hwy 240.
- Fire flow deficiencies near W Illinois are addressed.
- Primary funding is system development charges.



N Springbrook Road Stormwater

- There are existing flooding problems along N Springbrook Road.
- Project will do some early investigation into the causes.



Public Works Maintenance Yard

- Fully functional facility is critical to future Public Works response.
- Improvements over several years.
- Installation of fuel tanks and covered equipment parking are underway.
- Fiscal Year 2022/2023 improvements will include:
 - Fleet Fueling Station
 - IT Upgrades
 - Interior Upgrades
 - Paving



Transportation Projects

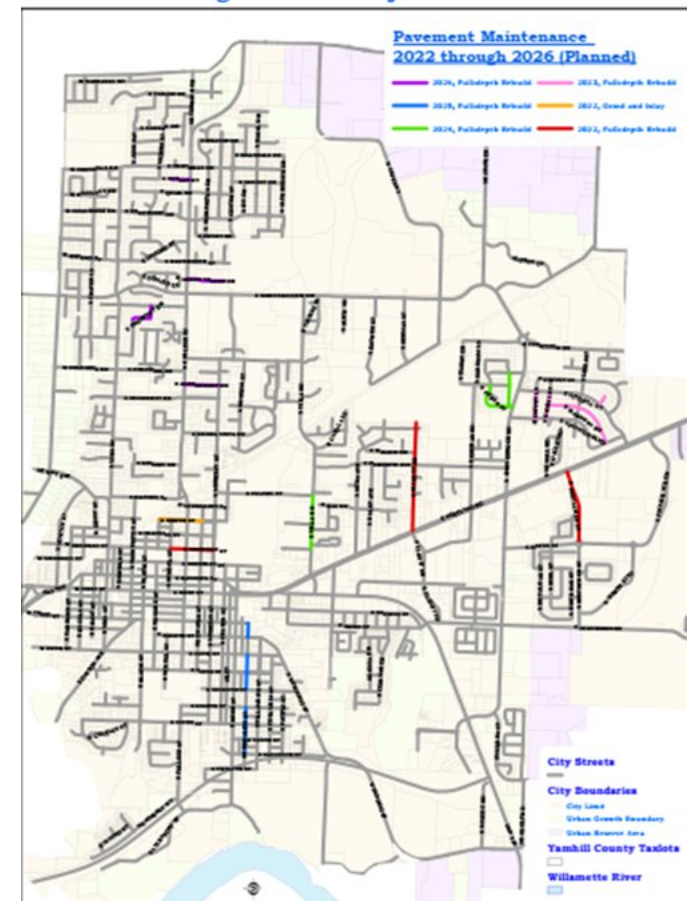
TRANSPORTATION PROJECTS	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
ADA/Sidewalk Improvements	\$ 449,917	\$ 274,275	\$ 194,296	\$ 210,123	\$ 227,798	\$ 235,771
Pavement Maintenance Program	\$ 1,647,224	\$ 1,397,250	\$ 1,606,838	\$ 1,552,205	\$ 1,377,028	\$ 1,543,992
Main Street/Illinois Intersection Study (I14)	\$ 50,000	\$ 222,753	\$ -	\$ -	\$ -	\$ -
Safe Routes to School	\$ 130,000	\$ 20,700	\$ -	\$ -	\$ -	\$ -
TSP Update	\$ -	\$ -	\$ -	\$ 128,531	\$ -	\$ -
Mountainview Drive	\$ -	\$ -	\$ -	\$ -	\$ 685,101	\$ -
TOTAL TRANSPORTATION PROJECTS	\$ 2,277,141	\$ 1,914,978	\$ 1,801,133	\$ 1,890,859	\$ 2,289,927	\$ 1,779,763

Pavement Preservation

Table T1 - Pavement Preservation for 2022/23

SecID	Street	From	To	PCI	Length	Year
Full-Depth Rebuild						
rd2608	N BRUTSCHER ST	N LITTLE OAK ST	E PORTLAND RD	44	974	2022
rd4902	N BRUTSCHER ST	E HAYES ST	N LITTLE OAK ST	43	526	2022
rd4683	E SHERMAN ST	N SCHOOL ST	N COLLEGE ST	14	329	2022
rd4695	E SHERMAN ST	N COLLEGE ST	N EDWARDS ST	25	318	2022
rd4778	E SHERMAN ST	N EDWARDS ST	N MERIDIAN ST	32	255	2022
					2402	

Newberg Pavement Projects: 2022-2026



ADA/Bicycle/Pedestrian Improvements

- The 2007 ADA/Bicycle/Pedestrian Plan was incorporated into the 2016 Transportation System Plan.
- Critical routes were identified in the plan as the priority routes.
- Additional sidewalks and ramps need to be installed per ADA regulations.
- Fiscal Year 2021/2022 has \$250,000 including the Grant and Loan Programs.
 - Completed sidewalks and ADA ramps around Memorial Park in 2020.
 - Scott Leavitt Park will be 2021/22.



N Main Street/E Illinois Intersection Study

- Project #I-14 Transportation System Plan.
- This intersection has had a history of collisions and near miss accidents on Main, Illinois and Hwy 240.
- Study will determine appropriate intersection improvements to address safety and mobility.
- Realignment of the intersection may be required.



Safe Routes to School: Edwards



- The City of Newberg received a \$122,000 grant from Oregon Department of Transportation to implement elements from the Edwards Elementary Safe Routes to School Plan.
- Installation of pedestrian crossing signs along E Sixth Street.
- Stop signs at E Sixth St. & S. River St.
- Construction of ADA ramps at E Sixth St, S Blaine St. and S River St.
- Fill sidewalk gaps along S Blaine Street.

Stormwater Projects

STORMWATER PROJECTS	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
S Blaine Street; Hancock - 2nd to 11th Street	\$ -	\$ -	\$ -	\$ 242,305	\$ 404,841	\$ 192,760
Libra Street Improvements (Libra and Coffey)	\$ 100,000	\$ 217,350	\$ -	\$ -	\$ -	\$ -
OR240/Railroad Tracks/Franklin Street Study & then Fix	\$ -	\$ 113,097	\$ -	\$ -	\$ -	\$ 141,816
Vermillion Street East of 219	\$ -	\$ 82,352	\$ -	\$ -	\$ -	\$ -
800 Block Wyooski Extension	\$ 75,000	\$ 155,250	\$ -	\$ -	\$ -	\$ -
Master Plan	\$ 2,500	\$ -	\$ -	\$ -	\$ 344,257	\$ 59,384
Railroad Ditch between N College & N Meridian Study & Fix	\$ -	\$ 46,575	\$ 127,910	\$ -	\$ -	\$ -
Wyooski Storm from 7th to 800 Block Lining	\$ -	\$ 82,353	\$ -	\$ -	\$ -	\$ -
1800 N Hoskins Pipe Extension	\$ -	\$ -	\$ 53,561	\$ -	\$ -	\$ -
MP Projects (placeholder for future projects identified in MP)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 118,769
Pavement Fixes/ Annual Pipe Replacement Program (SWN)	\$ 135,000	\$ 129,375	\$ 133,903	\$ 138,590	\$ 143,440	\$ 148,461
TOTAL STORMWATER PROJECTS	\$ 312,500	\$ 826,352	\$ 315,374	\$ 380,895	\$ 892,538	\$ 661,189

Misc. Storm Drain Repairs/Annual Pipe Replacement

- \$130,000 per fiscal year.
- Storm drainage issues will be addressed prior to the scheduled Pavement Rehabilitation projects.
- Annual pipe replacements for broken, end of life pipe.



Railroad Ditch; N College - N Meridian

- This area has a variety of contributing flooding factors. Needs a study to determine what the “fix” would be and where to route the stormwater.
- Potential solution to flooding issues could include connecting the stormwater line north of the railroad tracks to E Vermillion Street.



800 Block of S Wynooski Street

- The current pipe and outfall severely eroded this area east of S Wynooski.
- Project will extend the outfall further down the slope to reduce erosion.



FIG. 2: EXISTING OUTFALL



N Libra Street

- Modeling shows flooding issues along N Libra Street.
- Needs frequent maintenance to address silt accumulation.
- Upsize existing stormwater pipes along N Libra Street to 18" to convey current and future flows.



OR240/Railroad Tracks/Franklin: Study and Then Fix



- Maintenance issues with the diagonal pipe that runs through the building contributes to flooding in the area.
- The inlet north of the building overflows during storm events. South of the area where the storm lines goes under the building the pipe is too long for it to be cleaned with the City's current equipment.
- This pipe may also need to be upsized.

Vermillion Street: East of OR219

- Undersized and flat pipe discharges into the railroad track ditch.
- Flooding occurs regularly in this location.



Wynooski Storm from E Seventh to 800 Block Lining

- This project would be to line an existing 10 inch storm pipe that has problems with root intrusion.
- This section of 10-inch pipe is clay with root blockage problems (segment stgm 2497). The limits of this project are adjacent to the 800 Block S Wynooski project.



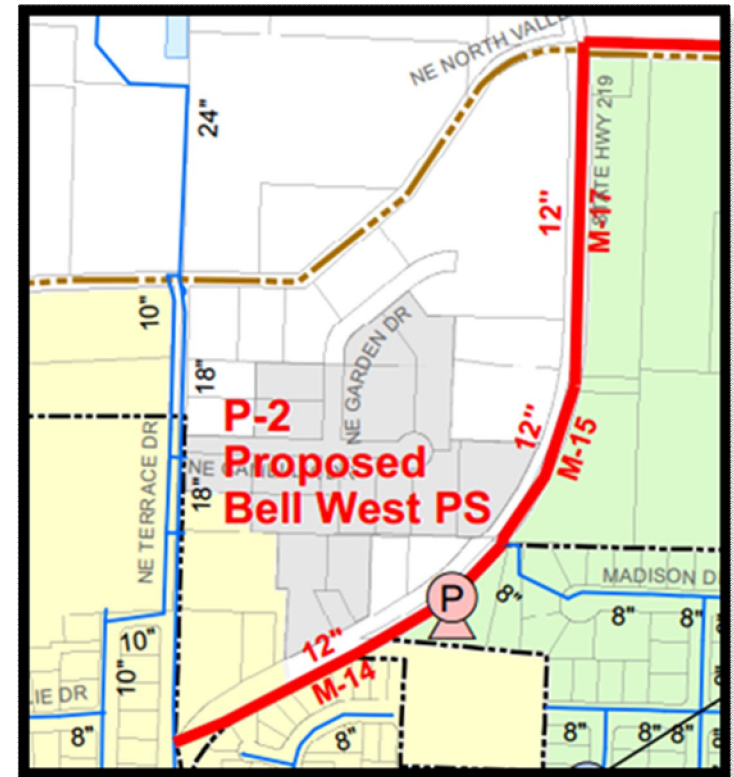


Water Projects

WATER PROJECTS	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
Redundant Water Supply	\$ 579,563	\$ 3,198,018	\$ -	\$ -	\$ -	\$ -
Bell West Pump Station - Zone 2 constant pressure	\$ 170,000	\$ 1,051,000	\$ -	\$ -	\$ -	\$ -
Upsize existing mains and construct new distribution loop	\$ 232,000	\$ 258,750	\$ -	\$ 110,872	\$ 286,881	\$ -
NE Zimri Drive Zone 3 distribution backbone within UGB	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
N College Street - N Terrace Street - proposed Bell West P	\$ 30,000	\$ 720,000	\$ -	\$ -	\$ -	\$ -
Routine Main Replacement Program	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -
North non-potable water line and Otis Springs pumping in	\$ -	\$ 103,500	\$ 374,929	\$ -	\$ -	\$ -
Fixed Base Radio Read	\$ 365,790	\$ 207,000	\$ -	\$ -	\$ -	\$ -
Decommission Well #1	\$ -	\$ 103,500	\$ -	\$ -	\$ -	\$ -
WTP Filter Covers	\$ 188,000	\$ -	\$ -	\$ -	\$ -	\$ -
Nvalley Reservoir Driveway	\$ -	\$ 239,970	\$ -	\$ -	\$ -	\$ -
Emergency Connection & Controls at WTP	\$ -	\$ 582,451	\$ -	\$ -	\$ -	\$ -
Seismic Improvements at Water Reservoirs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 730,352
Seismic Improvements - Waterline Replace	\$ 168,826	\$ 179,977	\$ 191,865	\$ -	\$ 218,047	\$ -
HB 2001 Waterline - Main, 4th, Lincoln & 5th	\$ -	\$ 239,970	\$ 365,822	\$ -	\$ -	\$ -
HB 2001 Waterline - Blaine St	\$ -	\$ -	\$ -	\$ -	\$ 1,180,362	\$ -
HB 2001 Waterline - Meridian	\$ -	\$ -	\$ -	\$ -	\$ 639,605	\$ -
HB 2001 Waterline - 7th, Pacific, 9th & Paradise	\$ -	\$ -	\$ 319,775	\$ 545,433	\$ 581,459	\$ -
HB 2001 Waterline - River	\$ 281,377	\$ 441,544	\$ -	\$ -	\$ -	\$ -
HB 2001 Waterline - 5th	\$ 166,575	\$ -	\$ -	\$ -	\$ -	\$ -
HB 2001 Waterline - 11th & Boston Square	\$ 55,150	\$ -	\$ -	\$ -	\$ -	\$ 1,336,752
HB 2001 Waterline - Vermillion	\$ 12,381	\$ -	\$ -	\$ -	\$ -	\$ -
AWIA	\$ 50,000	\$ -	\$ -	\$ -	\$ 229,505	\$ -
GWTP New	\$ -	\$ 517,500	\$ 1,874,644	\$ 5,820,769	\$ 5,163,854	\$ -
TOTAL WATER PROJECTS	\$ 2,549,663	\$ 7,843,179	\$ 3,127,034	\$ 6,477,074	\$ 8,299,712	\$ 2,067,104

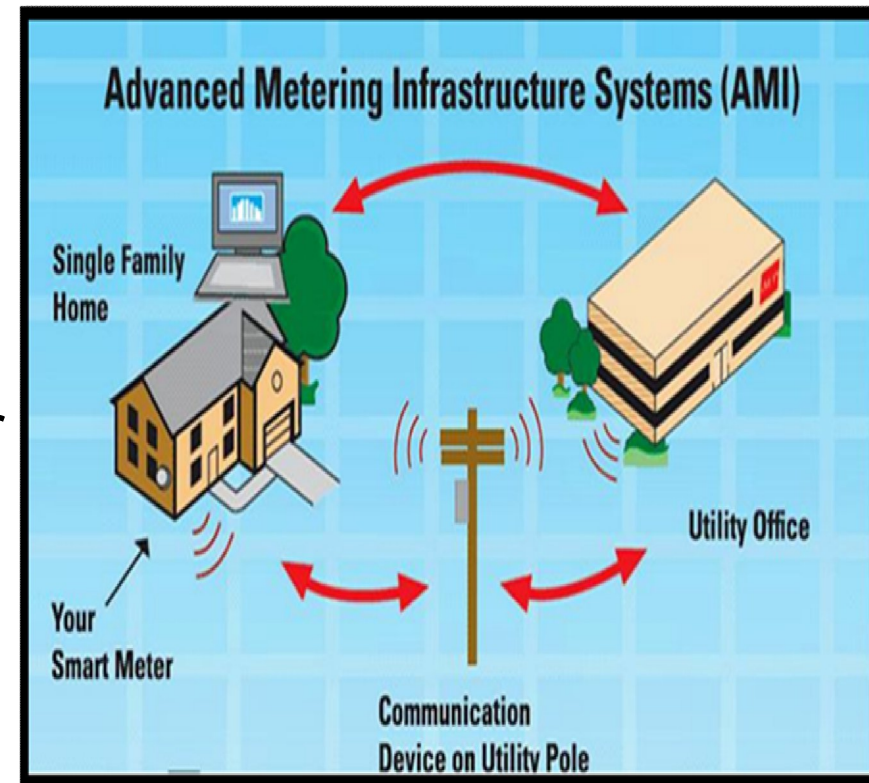
Bell West Pump Station

- The proposed pump station is needed to supply adequate fire flow and constant service pressure to the Zone 2 expansion area.
- Additionally, this project extend waterlines from N Terrace Drive to the intersection of N College and NE North Valley Road, and then to the east down NE Bell Road.
- Site acquisition and planning is underway.



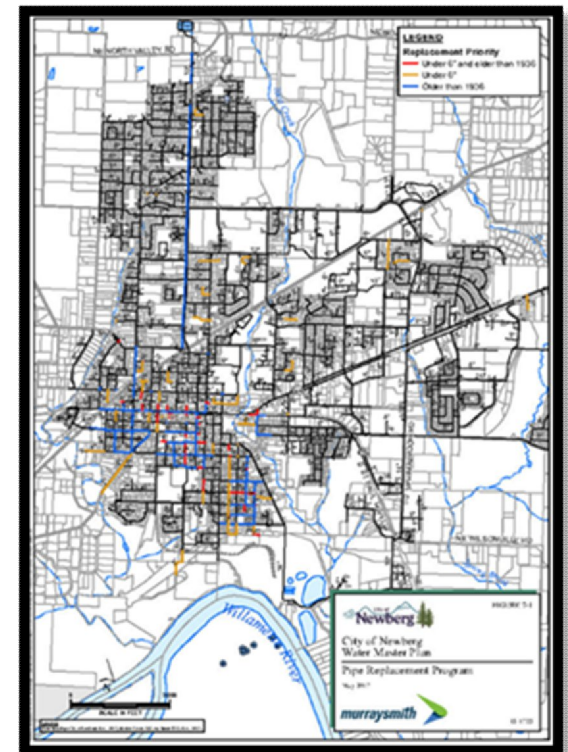
Fixed Base Radio Read

- The system allows meters to be read from utility billing office in real time.
- Saves the City money collecting readings.
- Rate payers can view hourly real-time and historical water use information for their account.
- Operations and treatment plant staff have access to real time data.
- Towers have been installed – meters are being placed.



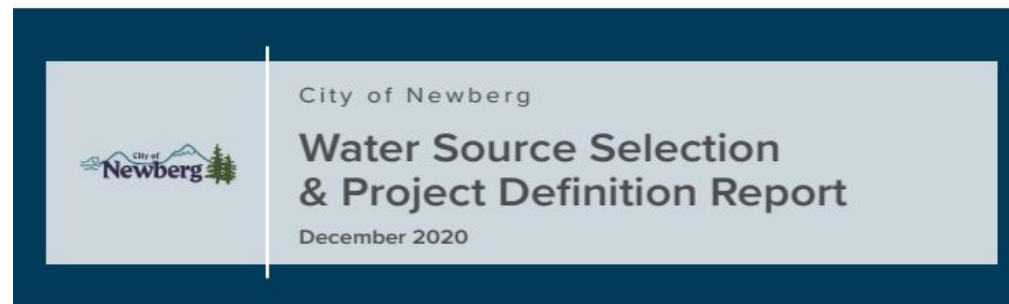
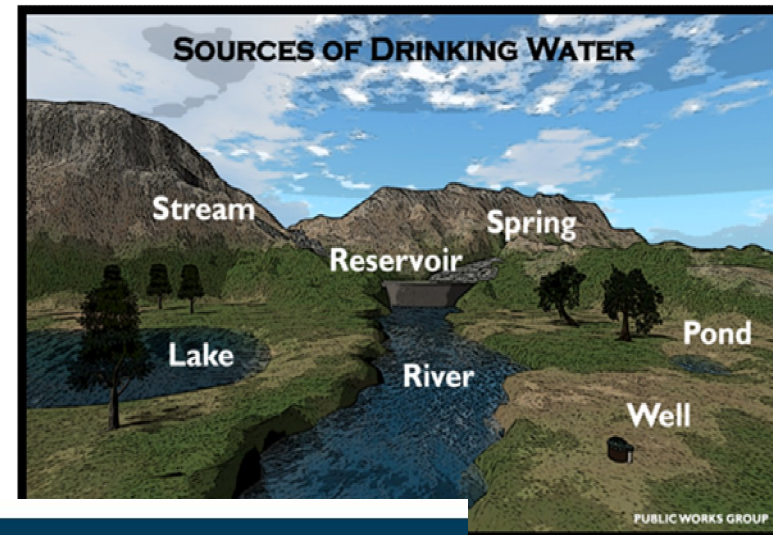
Routine Water Main Replacement

- As existing pipes age and reach the end of life, they need to be replaced.
- It is better to replace pipes on a routine planned basis, rather than on an emergency repairs which are more costly.
- This project includes the replacement of water pipes with more seismically resilient pipe at the same time.



Safe, Reliable Water: Redundant Supply

- This project will look for additional supply options for potable water –includes water rights, exploration, property acquisition and potentially another treatment plant.
- Phase 1 & 2 are complete; Property has been acquired; Water Rights are in the process of being acquired
- Phase 3 underway



Emergency Connection & Controls at WTP

- This project will implement needed improvements to the water system by adding a point for emergency cross-connection and installing hydraulic control valves. This will allow the plant to be isolated during an earthquake event, allowing raw water to continue into the distribution system.

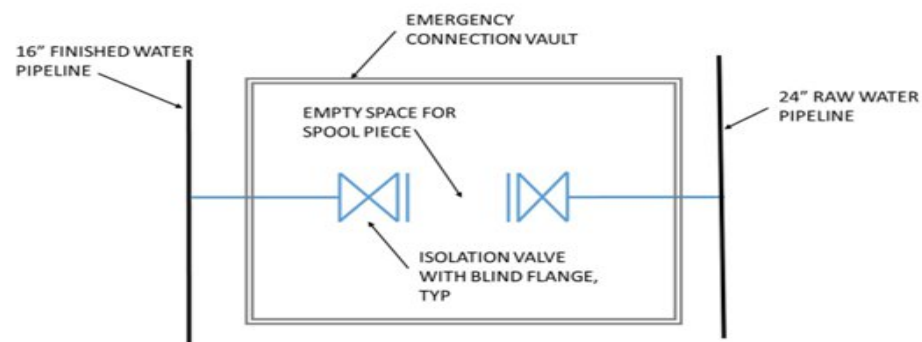
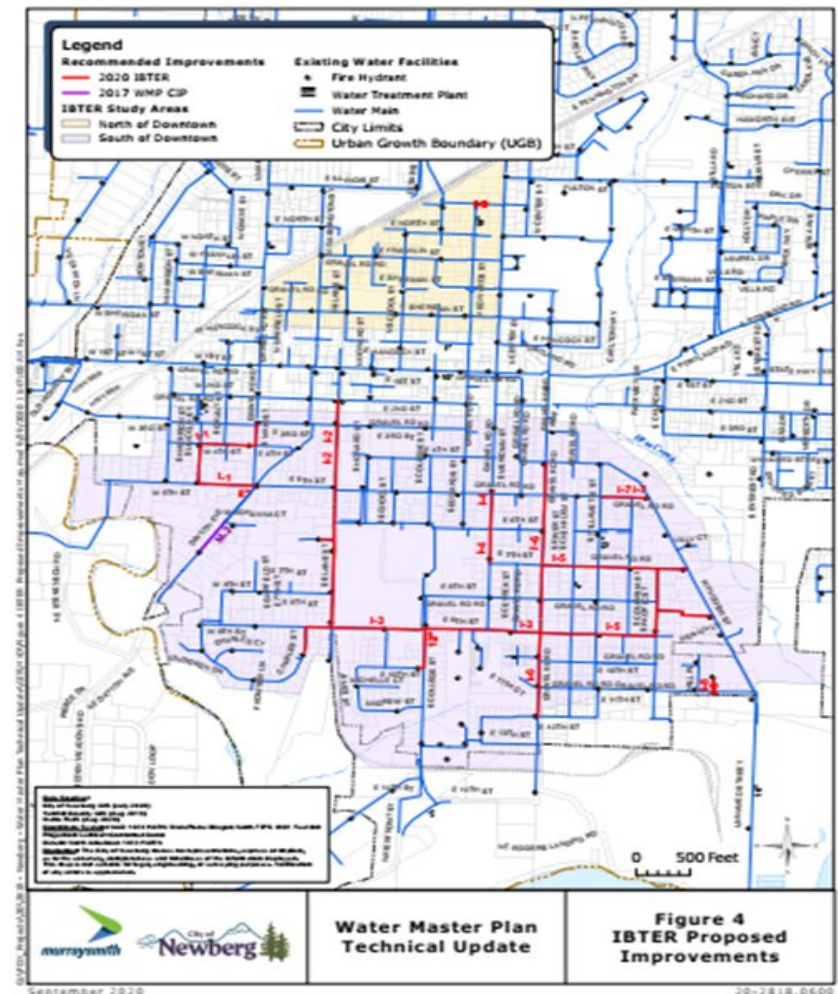


Figure 1. Raw Water Emergency Connection Vault

HB 2001 Improvements

- This project will implement needed improvements to the water system to comply with HB 2001; Middle Housing requirements.
- HB 2001 evaluation for middle housing determined that several water pipes in the area south of downtown are not adequate to provide the required fire flow.
- This project will upsize several pipes in the area south of downtown Newberg.



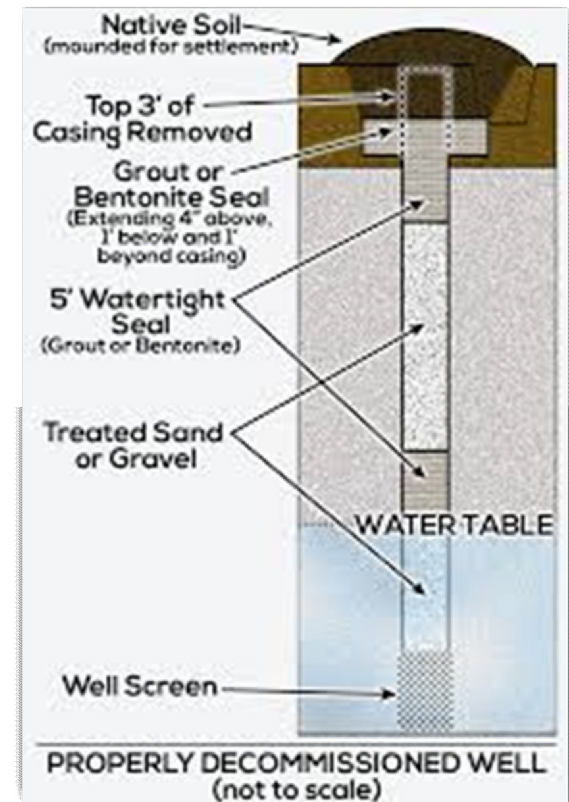
Non Potable Water – Otis Springs

- Improvements at Otis Springs will advance the non-potable water plan
- There are several developments that are in progress that could use the non-potable water system.



Decommission Wells

- Wells #1 & #2 have reached end of life and are not being used
- This project would properly decommission the wells per state standards



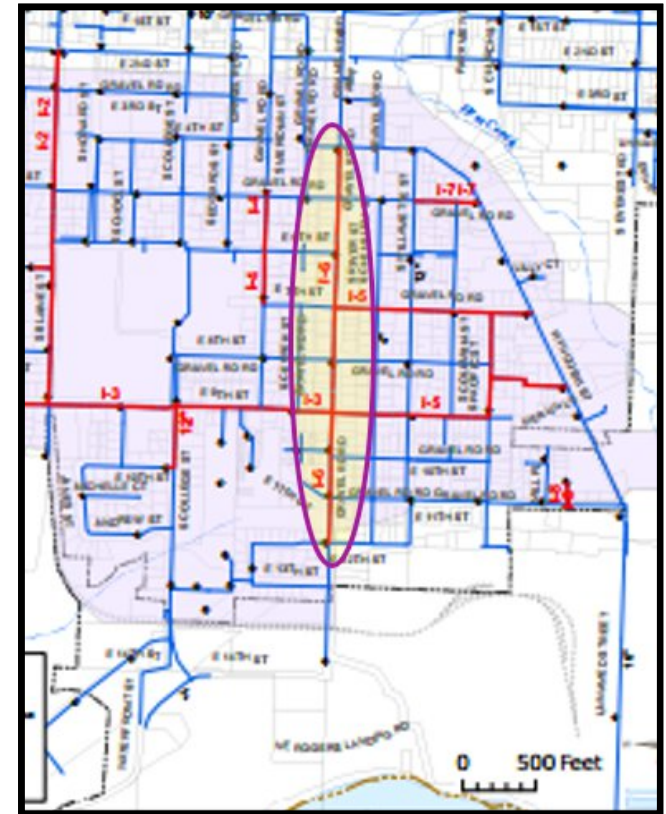
North Valley Reservoir Driveway

- Access to the North Valley Reservoirs is currently gravel and has drainage issues.
- This project would correct the drainage issues and pave the driveway to the gate to allow safe access to City Water Reservoirs in all-weather conditions.



Seismic Replacement

- The Seismic Resilience Assessment memo, dated 7/20/20, estimated 37,426 LF of backbone waterline in need of replacement for seismic consideration.
- \$960,000 in the next 5 years
- S River Street is the first project in this program.
 - Also address HB2001 & General replacement needs



New Groundwater Treatment Plant

- Existing Plant
 - Vulnerable to severe damage due to earthquake – needs seismic upgrades
 - OHA requires covers for filters and basins
 - Many parts aging and near end of life
 - Can't support full capacity
- Modern facility and treatment
 - Designed and built to current requirements and code standards
 - Can build what we need now
 - Expandable and flexible for community's future
 - Approximately a 25-50% reduction in Operations & Maintenance Costs





Wastewater Projects

WASTEWATER PROJECTS	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
Inflow & Infiltration (I&I) Projects	\$ 520,000	\$ 482,389	\$ 482,270	\$ 514,124	\$ 348,031	\$ -
W.WTP Sawdust Bays	\$ 103,187	-	-	-	-	-
Operations Remodel	\$ 81,000	-	-	-	-	-
Compost Sale Pile Cover	-	-	\$ 204,984	-	-	-
Roofing Replacement	-	\$ 78,168	-	-	-	-
Hess Creek Lining	\$ 250,000	\$ 517,800	-	-	-	-
Structural Improvements to Oxidation Ditch	\$ 750,000	-	-	-	-	-
I & R Report	-	-	\$ 241,838	-	-	-
Denaturation Unit Burner Redesign	\$ 68,656	-	-	-	-	-
PUC Study and Replacement	\$ 1,325,000	-	-	-	-	-
Master Plan Update	-	-	-	-	-	\$ 148,000
Pinehurst Court	-	-	\$ 361,771	-	-	-
Lift Station Short Term Improvements	-	\$ 106,311	-	-	-	\$ 1,219,688
W.WTP Hydraulic	-	\$ 948,016	-	-	-	-
Clarifier Study	\$ 10,000	-	-	-	-	-
Hess Creek Phase 2	-	-	-	\$ 1,947,967	\$ 2,747,403	\$ 1,336,751
Riverfront Lift Station	\$ 212,581	\$ 1,155,673	\$ 1,238,032	\$ 1,609,461	\$ 1,147,938	-
N. Springbrook Trunkline	-	-	-	\$ 911,263	-	-
W.WTP Solar Panel Farm	\$ 602,941	-	-	-	-	-
Charles & Andrew PS D placement	-	-	-	-	-	\$ 1,109,000
TOTAL WASTEWATER PROJECTS	\$ 4,128,247	\$ 2,835,357	\$ 2,495,744	\$ 4,683,830	\$4,436,009	\$3,811,510

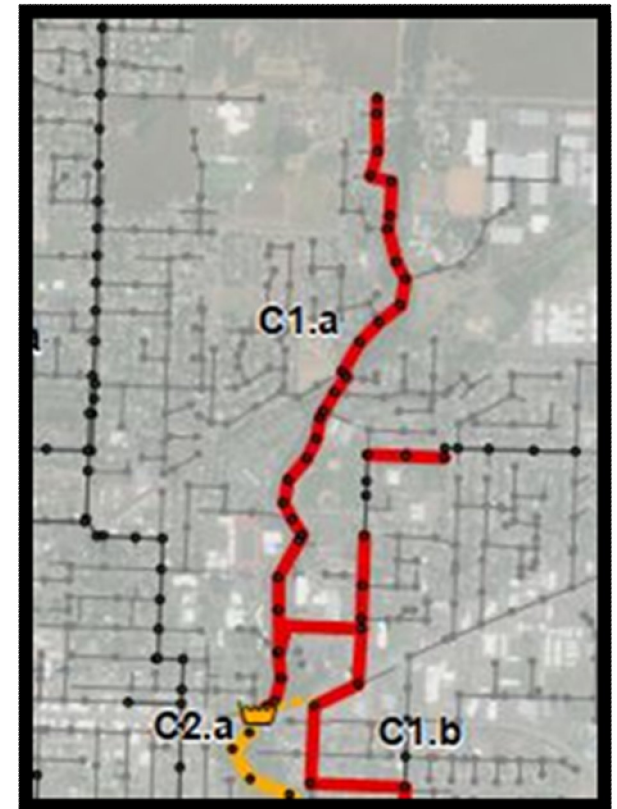
Inflow & Infiltration (I & I)

- Reduce high flows of stormwater into the Wastewater Treatment Plant
- Delay capacity related pipeline impacts and costs.
- 37% reduction of stormwater and groundwater flow to WWTP.
- Prior years: N Springbrook Basin, Sixth Street, E Second & Third, W Third, E North, E Franklin, E Sherman & N Edwards
- 2021: S Charles St. area
- 2022: Area northeast of Villa Road
- Projects are done **prior** to paving



Hess Creek Trunk Line

- Project #C1.A in the 2018 Wastewater Master Plan - a High Priority Project.
- Access to Hess Creek is limited.
- Pipe is undersized in some locations.
- This project will line the upper portion of the Hess Creek trunk line to reduce Inflow & Infiltration influence and extend the life of the pipe.



PLC Replacement

- The PLC is the system which holds all of the logic to run the wastewater treatment plant in an automatic mode.
- The Siemens PLC currently in use is no longer being made.
- A 3rd party provides parts for the system but can stop production at anytime, making this system obsolete and unsupported.

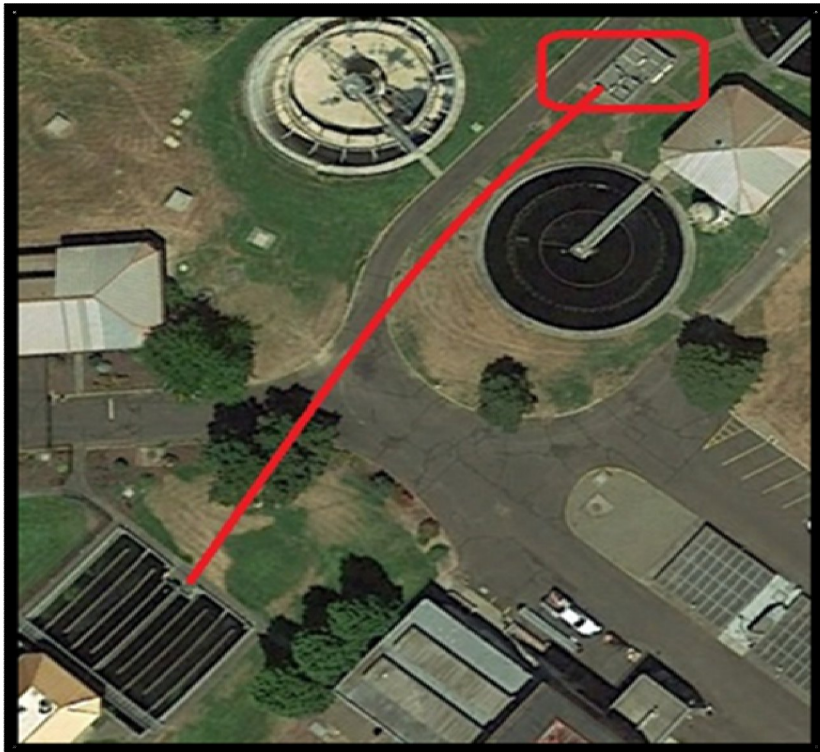


Dehydration Unit Burner Rebuild

- The dehydration unit at the Waste Water Treatment Plant is used in the composting process.
- The rebuild involves removing all the existing brick, stacking new brick and installing a coating over the top to reduce the erosion of the brick and extending the life.



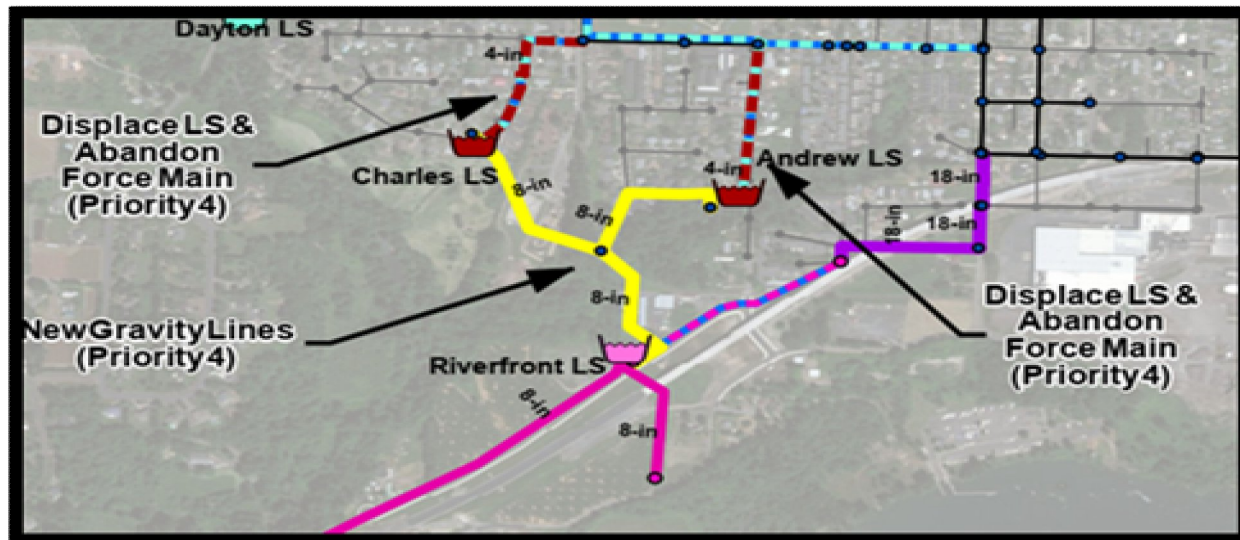
WWTP Hydraulic Improvements



- Wastewater Treatment Plant (WWTP) Hydraulic Improvements are a group of projects to improve the hydraulic flow through the WWTP. They include modifications to the clarifier distribution box, the effluent weirs, and installation of a second (parallel) pipe from the clarifier effluent to the chlorine contact basin.

Riverfront Lift Station

- This project will install a new lift station in the Riverfront area. This will serve the new development proposed and will allow for two smaller lift stations to be decommissioned.



Roofing Replacement

- The maintenance of roofs and gutters was deferred by prior administrations.
- The Disinfection and Secondary buildings are the last that need to be replaced.



Lift Station Short Term Improvements

- This project includes minor improvements to Charles, Chehalem, Creekside, Fernwood, Highway 240, and Sheridan lift stations.
- Examples of the improvements include;
 - adding safety grating to valve vaults,
 - installing bollards for traffic protection,
 - installing additional fencing to stations that don't have it,
 - repainting of building doors, and
 - replacing heaters and heat taping for freeze protection.



Questions?

	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
TOTAL WASTEWATER PROJECTS	\$ 4,128,247	\$ 2,835,357	\$ 2,495,744	\$ 4,683,830	\$ 4,436,009	\$ 3,811,510
TOTAL STORMWATER PROJECTS	\$ 312,500	\$ 826,352	\$ 315,374	\$ 380,895	\$ 892,538	\$ 661,189
TOTAL TRANSPORTATION PROJECTS	\$ 2,277,141	\$ 1,914,978	\$ 1,801,133	\$ 1,890,859	\$ 2,289,927	\$ 1,779,763
TOTAL WATER PROJECTS	\$ 2,549,663	\$ 7,843,179	\$ 3,127,034	\$ 6,477,074	\$ 8,299,712	\$ 2,067,104
TOTAL MULTI FUNDED PROJECTS	\$ 6,643,669	\$ 4,481,061	\$ 482,052	\$ 1,410,206	\$ 459,008	\$ 534,458
TOTAL CAPITAL PROJECT PROGRAM	\$ 15,911,220	\$ 17,900,927	\$ 8,221,338	\$ 14,842,863	\$ 16,377,195	\$ 8,854,025

March 2nd, 2022

City of Newberg (copy to Mayor Rogers)
Doug Rux
Community Development Department
414 E. First Street
Newberg, Oregon 97132

Dear Mayor Rogers, Mr. Rux and staff:

I was just before the development department a few months ago and once again find myself asked to comment on a change of a residence in our block.

I write today (and I believe with the support of my neighbors) in opposition to a recent proposal to take a recently purchased home and turn it into a VRBO. I am opposed to this request for several reasons. First, the home represents one of the most affordable houses in the area near the University. If it is allowed to be essentially converted into a local hotel, it takes another home out of the market for possible family purchase. I believe that the significant rise in home prices, which is pricing numerous families out of our market, is due to a lack of available housing. When the city allows outside investors to take homes off the market by turning them into short-term rentals it exacerbates this problem.

Second, the city staff has interpreted the requests for turning homes into VRBOs as consistent with current residential use. While I understand their argument, I would suggest that VRBOs are inconsistent with residential use. While someone may stay in the home, the inherent practice of the VRBO is more consistent with a hotel rather than a family or individual living in the home. The person or family stays short term and their primary purpose is recreation. Given VRBOs short-term focus, individual users have little interest in investing in the community, participating in community service activity, getting to know neighbors, or other activities that are consistent with behavior of families and individuals actually living in a residential house.

Further, the city will have approved turning three homes into VRBOs immediately surrounding our home at 701 E. Franklin street. If you continue to approve such requests I believe the result will be the erosion of the downtown corridor. As I said before, efforts of citizens to use their homes as revenue opportunities should not come at the expense of the local community.

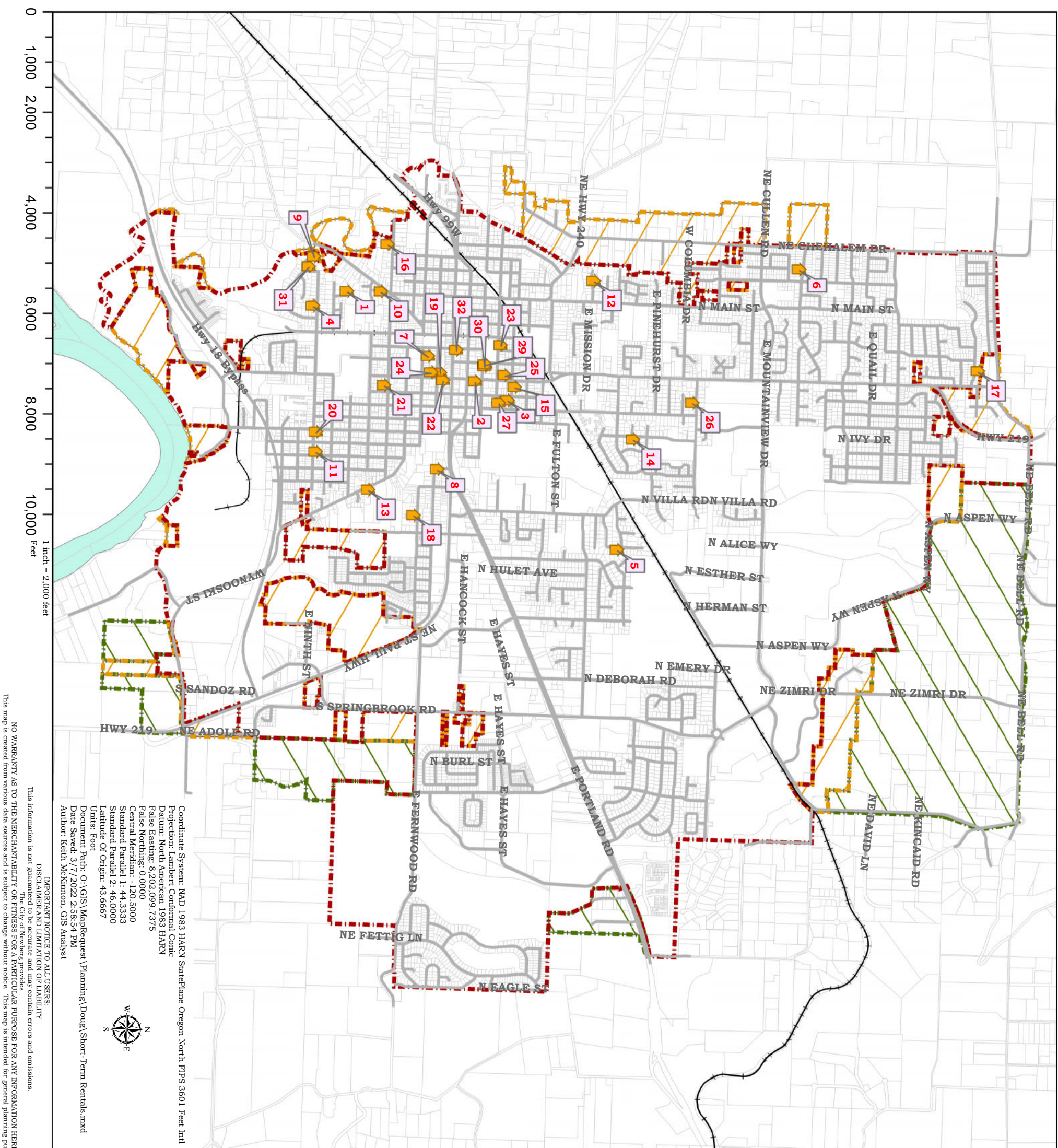
My arguments to you are enhanced at this point by the fact that the Dundee has begun to enact policies limiting the effect of VRBOs or short-term rentals on their community (documents enclosed). It would be my request that Newberg consider similar changes.

Sincerely,

Robin Baker
President, George Fox University and resident of 701 E. Franklin Street, Newberg

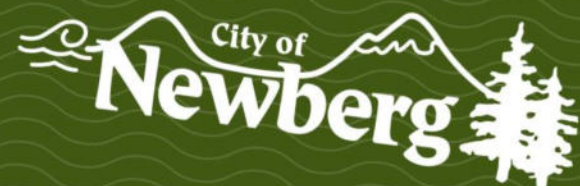
Short-term Rentals

Number	Place	Address
1	Debbey Thomas	738 S GARFIELD ST
2	Deagle LLC	208 N COLLEGE ST
3	Deagle LLC	804 E FRANKLIN ST
4	DGSK Newberg LLC	116 E NINTH ST
5	Fennecreek (Beals)	1930 N CAROL AVE
6	Fox and the Vine Bill Parker	330 W OXFORD ST
7	Friends Cottage -	511 E THIRD ST
8	Hoover Park House	114 S PARKVIEW DR
9	Inviting Space - Laura Rauch	323 W LINDGREN DR
10	Kate's Choice	512 S DAYTON AVE
11	Little Red Cottage	1215 E NINTH ST
12	Miller, Krista	135 W LAUREN CT
13	Moore Farmhouse/Vacasa	520 S WYNOOSKI ST
14	New Application	1400 N HOSKINS ST
15	New Application	709 E FRANKLIN ST
16	New Application	412 W FIFTH ST
17	New Application	521 E TAYLOR DR
18	New Application	1538 E THIRD ST
19	Pulp & Circumstance	117 S COLLEGE ST
20	River Street House - House of River St (Sarah Barten)	820 S RIVER ST
21	The Cottage Attic 716 E 5th St	712 E FIFTH ST
22	The Downtowner Newberg	108 S COLLEGE ST
23	The Lion's Gate Inn - Loni Parrish	401 N HOWARD ST
24	The Painted Lady	205 S COLLEGE ST
25	The Pearl - Life Style Prop	409 N COLLEGE ST
26	Tiny House Living	804 E CRESTVIEW DR
27	University House 401 N Meridian	401 N MERIDIAN ST
28	Victorian Secrets	11725 NE LAUREN LN
29	View & Vine Newberg Bungalow	601 E SHERIDAN ST
30	View & Vine Newberg Cottage	605 E SHERIDAN ST
31	Wimsey Books	1014 W CHARLES ST
32	Yarnhill Flats - Life Style Prop	104 N HOWARD ST



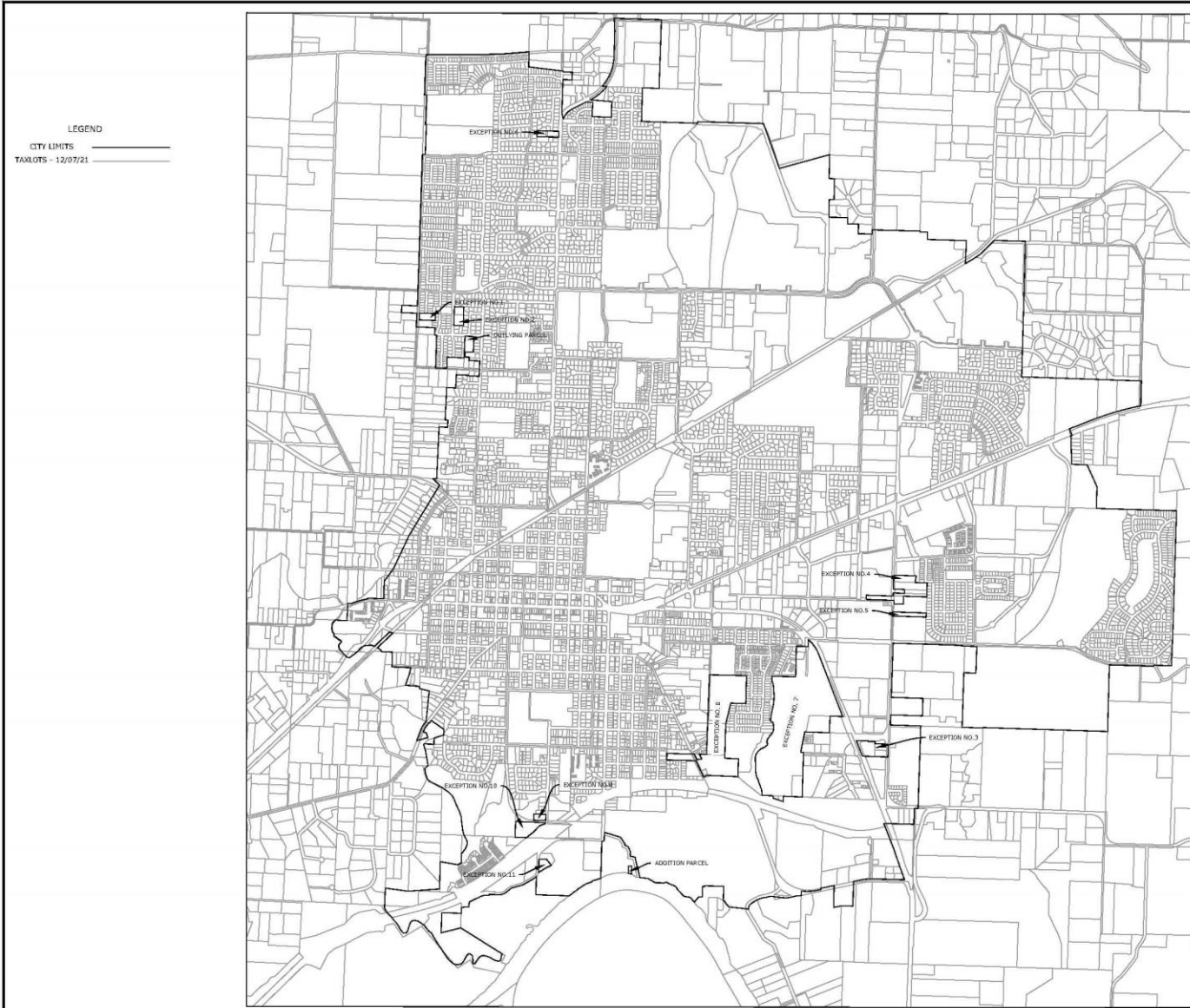
City Limit Legal Description

Newberg City Council
March 21, 2022



Newberg Charter

The Newberg Charter Chapter 1, Section 4 Boundaries states “The city includes all territory within its boundaries as they now exist or are legally modified. Unless mandated by state law, annexation, delayed or otherwise, to the City of Newberg, may only be approved by a majority of the voters. The city will maintain as a public record an accurate and current description of the boundaries.”



REGISTERED
PROFESSIONAL
LAND SURVEYOR

DIGITALLY SIGNED

DRAWN
JANUARY 18, 1994
ANTHONY R. WELLER
2549
RENEWAL: 6/30/22

NEWBERG CITY LIMITS

CITY OF NEWBERG
414 E. FIRST ST.
NEWBERG, OR 97132

CES NW

13100 SW 6th Avenue, Suite 150
Tigard, Oregon 97223
503.666.6655 www.cesnw.com

PROJECT NO.	10/20/16
DATE	12/07/21
REVISIONS	
1. AUGUST 2017 2017 2018 & 2017	
2. AUGUST 2021 AMENDMENTS	

CITY OF NEWBERG
INDEX MAP

SHEET
1

OF
5

Annexations

- ANX21-0001: .62 acres
- ANX21-0002: 29.38 acres
- ANX21-0003: 187.76 acres
- Total – 217.76 acres

Recommendation

- Adopt Ordinance No. 2022-2895.

Adjusting City Council District Boundaries - Annexations

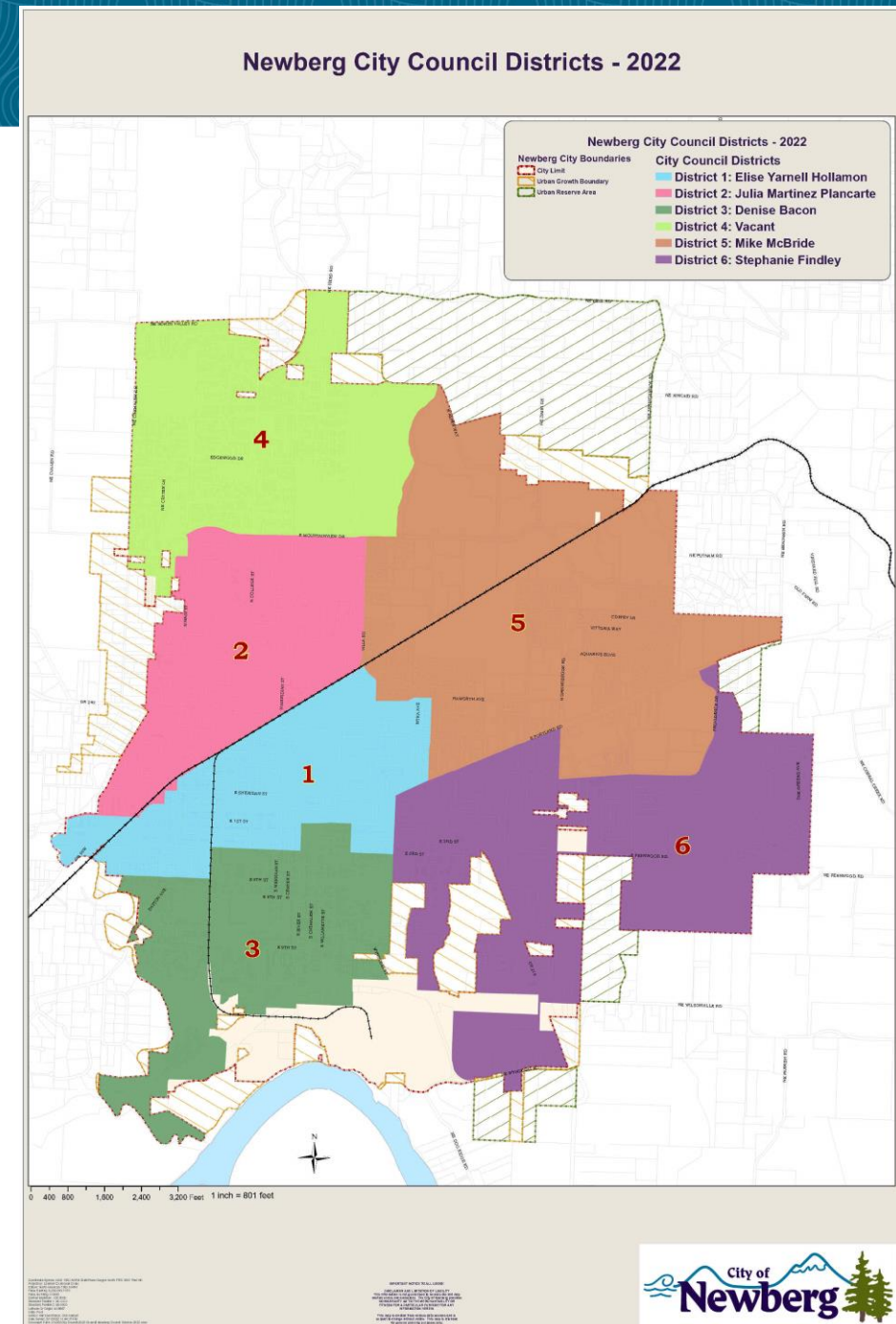
Newberg city Council
March 21, 2022



Council Districts

February 7, 2022

Resolution 2022-3780



Annexations

1. ANX20-0001 at 2255 NE Chehalem Drive, September 21, 2020
2. ANX21-0001 at 700 NE Camellia Drive, May 17, 2021
3. ANX21-0002 Riverfront Annexations 5 properties (NE Fourteenth Street and NE Waterfront Street), October 18, 2021
4. ANX21-0003 187.76 acres (Commercial Development Company & Oregon Department of Transportation), December 20, 2021

Annexations - Districts

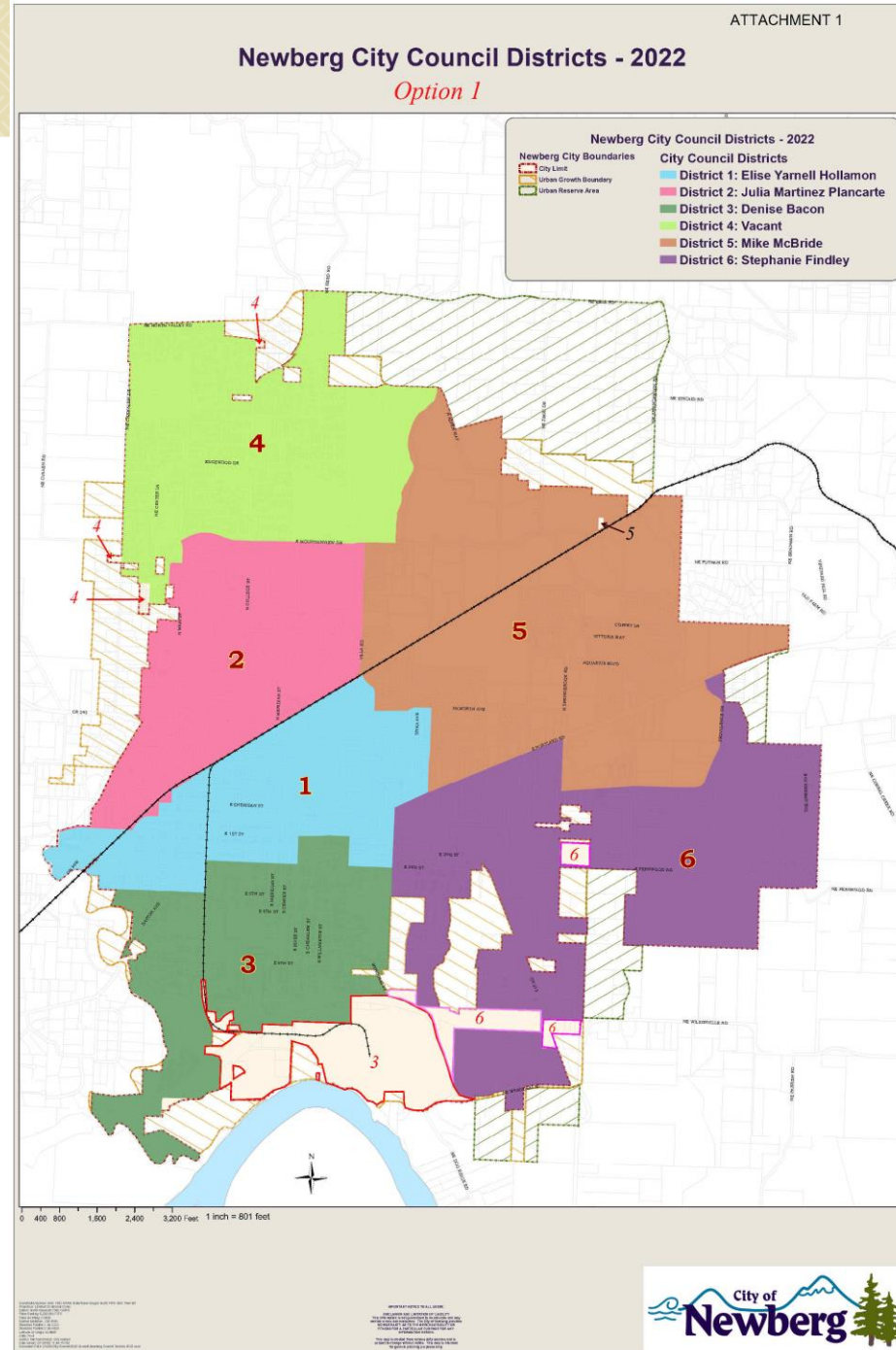
- ANX20-0001: Append to District 4, 2.66 individuals
- ANX21-0001: Append to District 4, 2.66 individuals
- ANX21-0002: Append to District 3, 5.32 individuals
- ANX21-0003: Two options for Districts 3 & 6

Option 1

District 3
0 residents

District 6
0 residents

NE Wynooski Rd dividing line

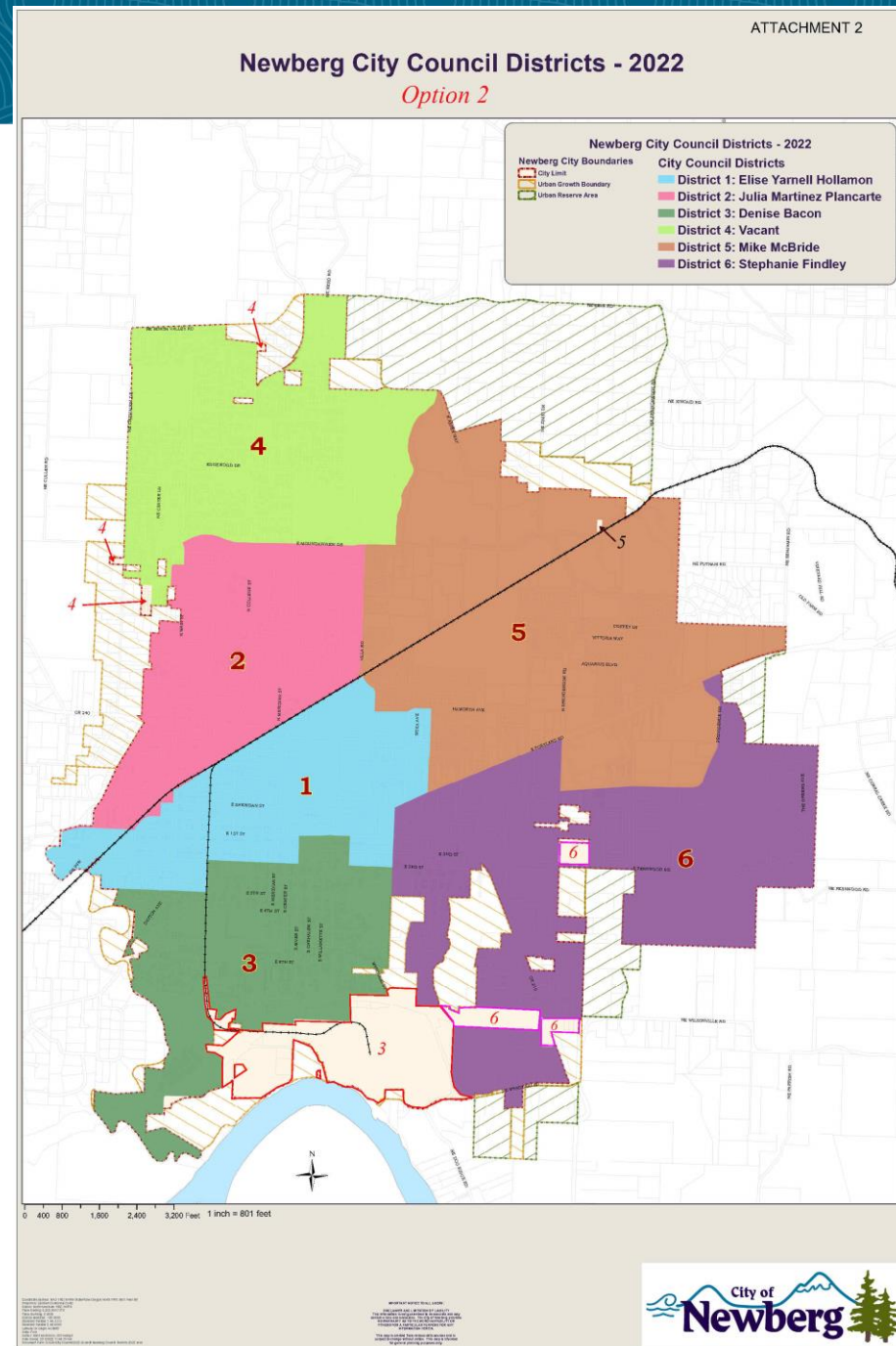


Option 2

District 3
0 individuals

District 6
0 individuals

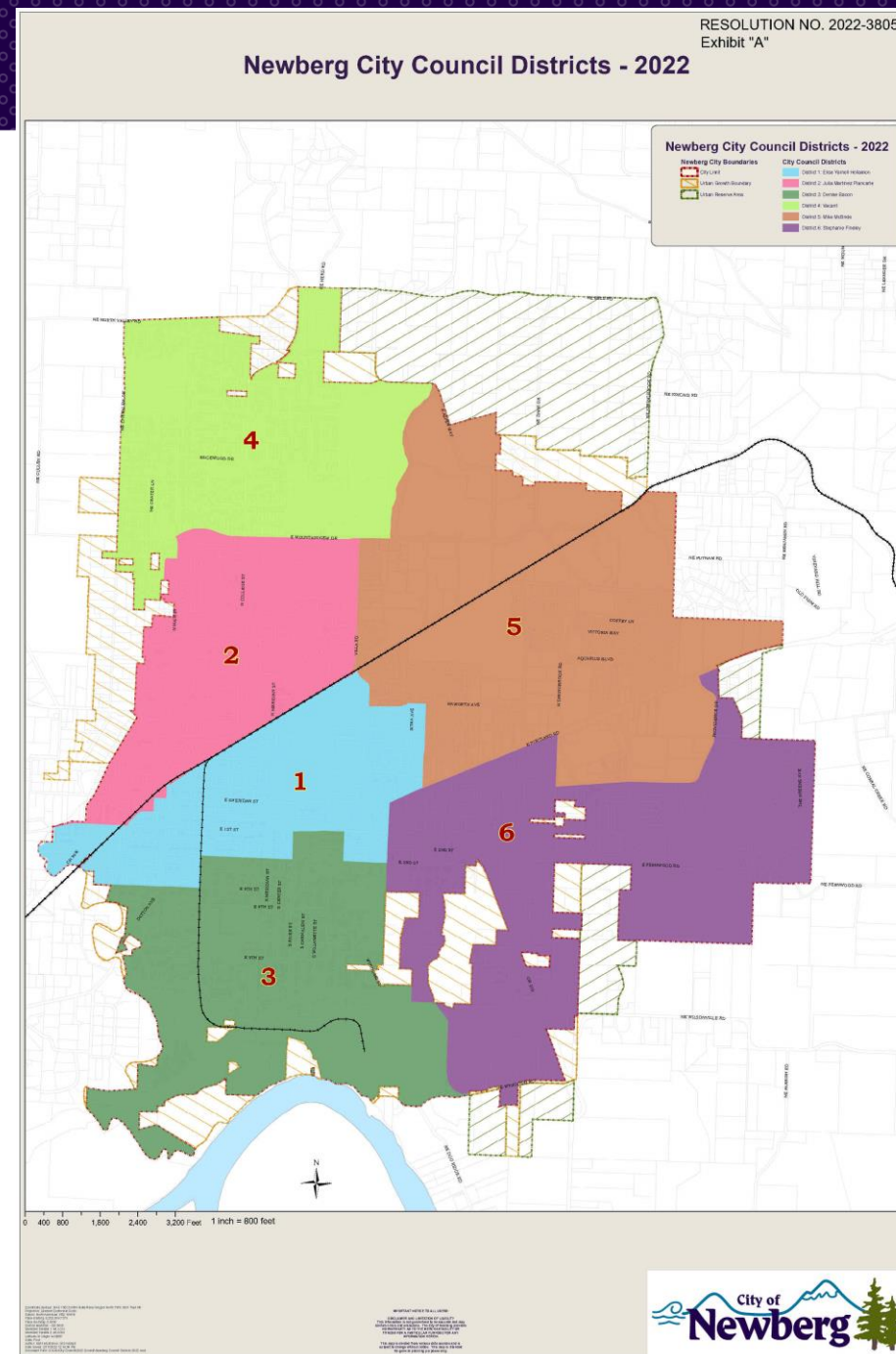
Urban Renewal District boundary
as dividing line



Old Annexations

- ANX-13-0001: 3355 E Fernwood Road, append to District 6, 220 individuals
- ANX-14-0001: 2525 NE Springbrook Road, append to District 5, zero individuals
- ANX16-003: Columbia Estates Subdivision, append to District 4, 64 individuals

Proposed Council Districts



Recommendation

- Adopt Resolution No. 2022-3805
- Based on Option 2

2022 NEWBERG CITY COUNCIL MEETING INFORMATION

Meeting Date: 3/21/22

Start: 6:00 p.m.

Stop: 9:08 p.m.

Councilors	Roll Call	Consent Res 2022-3816	Order 2022-0041 Public Safety Fee	Elliott Road Discussion To proceed with project	Ordinance 2022- 2895 Legal Description City Limits Waiver Bacon/McBride 6-0-1	Resolution 2022- 3788 Master Fee Schedule	Resolution 2022- 3805 Council District Boundaries
MCBRIDE	X	Yes	Yes	No	Yes	Yes	Yes
MILDENBERGER	X	Yes	Yes	Yes	Yes	Yes	Yes
YARNELL HOLLAMON	X	Yes	Yes	Yes	Yes	Yes	Yes
MARTINEZ PLANCARTE	X	Yes	Yes	Yes	Yes	Yes	Yes
ROGERS	X	Yes	Yes	Yes	Yes	Yes	Yes
BACON	X	Yes	Yes	Yes	Yes	Yes	Yes
FINDLEY	Absent	Absent	Absent	Absent	Absent	Absent	Absent
ROLL CALL VOTES		Yes: 6 No: 0 Absent: 1	Yes: 6 No: 0 Absent: 1	Yes: 5 No: 1 Absent: 1	Yes: 6 No: 0 Absent: 1	Yes: 6 No: 0 Absent: 1	Yes: 6 No: 0 Absent: 1
MOTION (1 st /2 nd):		Bacon / McBride	Bacon / Mildenberger	Bacon / Mildenberger	Bacon / McBride	Bacon / Mildenberger	Mildenberger / McBride
Department/ Staff:		HR / PW	Finance	CM	CD	Finance	CD
Changes:							
Tabled:							

City Recorder

☐ Scheduling on Forward Looking Calendar

☐ Council Timesheets

☐ Workmen's Compensation hours