
**City of Newberg
City Council
February 22, 2022
Hybrid meeting format**

WORK SESSION –

Meeting called to order at 6:05 p.m.

Councilors Present: Mayor Rick Rogers, Councilors: Denise Bacon, Elise Yarnell Hollamon, Mike McBride, Stephanie Findley, and Julia Martinez Plancarte.

Absent: District 4 seat vacant

Staff Present: City Manager Pro Tem Will Worthey, City Attorney James Walker, City Recorder Sue Ryan, Human Resources Project Specialist Alison Seiler

Human Resources Specialist Seiler presented on the revised job description for the City Manager position. She discussed the essential elements of the description and draft posting language.

The Council discussed:

- Changes to the salary range in the posting

Kat Ricker, Erin Harrington, Matt Compton, and Don Clements from Chehalem Parks and Recreation District presented on the district's childcare program. They discussed the groups served, when childcare was offered, responding to the needs of the community, Covid, affordability and accessibility, partnering with the School District, and contacts.

The Council discussed:

- Hours
- Capacity
- Working with the School District/George Fox University
- Sustainability
- Demographics/Recruitment
- Drop in slots
- Option for serving 0-3 year olds
- Better advertising for these services

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CITY MANAGER REPORT

CMPT Worthey gave the December statistics for the City's departments.
The Council discussed:

- Library visitor counts & number of checkouts

BUSINESS SESSION –

Meeting called to order at 7:02 p.m.

Councilors Present: Mayor Rick Rogers, Councilors: Denise Bacon, Elise Yarnell Hollamon, Mike McBride, Stephanie Findley, and Julia Martinez Plancarte.

Absent: District 4 seat vacant

Staff Present: City Manager Pro Tem Will Worthey, City Attorney James Walker, City Recorder Sue Ryan, Human Resources Project Specialist Alison Seiler, Finance Manager Kady Strode.

COUNCIL APPOINTMENTS:

Action: To appoint Robert Cross as the student member of the Budget Committee for a term beginning February 23, 2022 and ending December 31, 2022.

Motion: Councilor McBride

Second: Councilor Bacon

Vote: 6 Yes 0 No 1 Absent [District 4 seat vacant]

TASTE NEWBERG QUARTER 2 REPORT:

Leslie Caldwell gave the Quarter 2 Report which included website analytics, website and social media content, social media analytics, Facebook insights, Instagram insights, social media audience, email marketing, public relations successes and highlights, media mentions, partnerships, collaborations, and marketing support, Transient Lodging Tax revenue recap, and Fiscal Year 2021-22 budget roll-up for Q2.

CONSENT CALENDAR:

Action: To approve Resolution 2022-3791, A Resolution authorizing the City Manager Pro Tem to accept a grant in the amount of \$86,000 for the purchase of Body Worn Cameras; Resolution 2022-3792, A Resolution authorizing the City Manager Pro Tem to purchase Axon equipment for the purpose of implementing a body worn camera program; Resolution 2022-3794, a Resolution initiating an amendment to the Newberg Municipal Code, Title 15 Development Code, 15.05.030, 15.100 Land Use Processes and Procedures, 15.235 Land Divisions, and 15.240 Planned Unit Development Regulations related to SB 458 Middle Housing Land Division and ORS 197.360 Expedited Land Division; Resolution 2022-3798, A Resolution initiating an amendment to the Newberg Municipal Code, Title 15 Development Code, 15.435.030, 15.435.090, and

15.435.100 related to portable and temporary signs; Resolution 2022-3793, A Resolution authorizing the City Manager Pro Tem to waive the competitive solicitation requirement for a Rockwell Programmable Logic Controller from North Coast Electric Co.; and Resolution 2022-3801, A Resolution adopting a revised City Manager position description as amended.

Motion: Councilor Bacon
Second: Councilor Yarnell Hollamon
Vote: 6 Yes 0 No 1 Absent [District 4 seat vacant]

PUBLIC HEARING – Resolution 2022-3786, Supplemental Budget:

Mayor Rogers opened the public hearing. He asked for any declarations of conflicts of interest or abstentions. There were none.

Finance Manager Strode presented the supplemental budget. She summarized changes in the beginning fund balance, General Fund, Administrative Services Fund, Street Fund, Wastewater Fund, Water Fund, Stormwater Fund, Street Capital Project Fund, Governmental Capital Projects Fund, Vehicle/Equipment Replacement Fund, and ARPA Fund.

Discussion regarding:

- Working on projects that were put on hold,
- Beginning fund balance
- New financial software InCode

Proponents: None
Opponents: None

Mayor Rogers closed the public hearing.

Action: To approve Resolution 2022-3786, A Resolution to approve the Supplemental Budget #1 for fiscal year 2021-2022 as described in Exhibit A.

Motion: Councilor McBride
Second: Councilor Bacon
Vote: 6 Yes 0 No 1 Absent [District 4 seat vacant]

NEW BUSINESS – Newberg Dundee School District request

CMPT Worthey explained the reasons he recommended declining the request to waive the permit fees for the School District projects.

Action: To reduce permit fees for Newberg Dundee School District construction projects by 30% or approximately \$87,000.

Deliberation: The Council discussed: impact to the City's ending fund balance, reducing a percentage of the fees, timeline of the bond projects, concern about further delays, how the fees could have been

included in the bond, increasing costs due to Covid that had impacted the projects, lack of leadership and managing the money.

Motion: Councilor Yarnell Hollamon
Second: Councilor McBride
Vote: 3 Yes [McBride, Yarnell Hollamon, Bacon]
3 No [Martinez Plancarte, Rogers, Findley]
1 Absent [District 4 seat vacant]

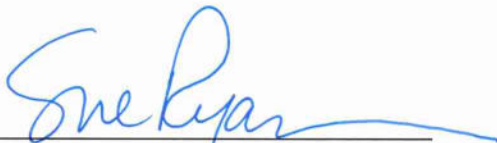
Motion failed due to a tie vote.

COUNCIL BUSINESS

City Recorder Ryan said there had been no applications for the District 4 vacancy.


Mayor Rogers announced the Mayor's Prayer Breakfast on April 2. The plans for the sister city delegation to Austria were underway.

Meeting adjourned at 8:01 p.m.



Sue Ryan / City Recorder

ATTEST:



Rick Rogers, Mayor