
City of Newberg

City Council

August 16, 2021

Meeting held electronically due to COVID-19 pandemic

WORK SESSION –

Meeting called to order at 6:00 p.m.

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

Staff Present: City Manager Dan Weinheimer, City Attorney James Walker, and City Recorder Sue Ryan, Administrative Assistant Zaira Robles Muniz, Finance Manager Kady Strode, and Assistant City Manager/Human Resources Director Kezia Wanner.

Mayor review of agenda:

Councilor Bacon asked for reconsideration of Resolution 2021-3762, taking the Urban Renewal District to a vote.

Councilor Yarnell Hollamon asked to add a discussion on approving the equity statement by Mayor Rogers to the School District.

PRESENTATIONS:

Legislative Redistricting:

City Recorder Ryan said the Charter defined six districts for the City Council. The districts had to be rebalanced after the 2020 U.S. Census. Per City Charter, Councilors must have and maintain their residence in the district from which they were nominated. She gave a history of the redistricting that had been done in the past.

City Attorney Walker gave legal considerations for the redistricting including City Charter guidance and State law.

City Recorder Ryan reviewed the next steps. She would be hiring a technical contractor and asked how the Council wanted to proceed with community outreach and education. The process could either be complete before the 2022 election cycle began or they could set a separate timeline, possibly after the election cycle. She gave resources for further information about the census.

Councilor Bacon said the district only clarified where the Council representatives should live and did not come into play in every election, which was why there was not much

community outreach before. Mayor Rogers was always in favor of community outreach to explain how City government worked.

City Recorder Ryan clarified that the Councilors were nominated by district, but were elected at large. Everyone in the City could vote on any of the districts.

Councilor Findley thought outreach would be good to help with citizen understanding. Councilor Martinez Plancarte suggested using the City's website and social media to help with citizen education.

There was discussion regarding how the districts might change through this process.

Purchasing Policy Manual:

City Attorney Walker discussed the legal background and infrastructure for public contracting rules as well as review and updates to the City's code, development of a purchasing policy, and updated bid documents and contract forms. He explained the benefits to these updates.

Christy Taylor, Miller Nash, discussed the key concepts that were revisited including purchasing authority, procurement documentation, and procedures for procurements.

City Attorney Walker discussed other concepts to consider including local preference considerations and MWESB firms. He asked for feedback from the Council.

There was discussion on:

- Preference to local businesses
- Defining local area as Yamhill County
- Setting a percentage or target goal for MWESB firms
- Automating systems

Meeting adjourned at 7:02 p.m.

BUSINESS SESSION:

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

Staff Present: City Manager Dan Weinheimer, City Attorney James Walker, City Recorder Sue Ryan, City Engineer Kaaren Hofmann, Community Development Director Doug Rux

Meeting called to order at 7:07 p.m.

COUNCIL APPOINTMENTS

Action:	To appoint Councilors Yarnell Hollamon, Bacon, and Martinez Plancarte to a Council Rules Subcommittee.
Motion:	Councilor McBride
Second:	Councilor Coefield
Vote:	7 Yes 0 No 0 Absent

PRESENTATIONS

Leslie Caldwell, Taste Newberg Director, gave the Quarter 4 Report. She discussed Taste Newberg's mission, website, online analytics, Madden Media work, social media highlights, newsletters, photography and videography, public relations, media mentions, leisure visitor volume and overnight stays, partnerships, collaboration, and marketing support, and Fiscal Year 2020-2021 budget roll-up for Q4 and year end.

There was discussion regarding how the majority of advertising was given to the wine industry, Lavender Trail promotion, other businesses that could benefit from these services, and monitoring feedback about visitors not wanting to visit Newberg due to recent School Board actions.

CITY MANAGER REPORT

City Manager Weinheimer reported on COVID-19 and closure of facilities, opening of cooling shelters, current staff recruitments, upcoming Budget Committee meetings, Stable Table meeting, and regional outreach.

PUBLIC COMMENTS

Jesse Cadd, Newberg resident, supported Urban Renewal. He attended the Newberg School Board meeting and did not get to speak but he did support the action to remove the divisive political symbols from school.

Molly Olson, Newberg resident, asked the Council to reconsider spending tax dollars on an Urban Renewal election that had not been requested by citizens. She did not think the County was entitled to require the City to spend money on an election, and citizens could gather signatures to put it on the ballot and then it would be appropriate to spend the funds.

Polly Peterson, Newberg resident, reaffirmed the Newberg Downtown Coalition's support of the Urban Renewal Plan and urged the Council to pursue the best option available to make it happen.

CONSENT CALENDAR

Action: To approve Resolution 2021-3760, A Resolution to authorize the City Manager to enter into a construction contract with Jeff Carter Construction for the Scott Leavitt Park Sidewalks Project for \$136,340.

Motion: Councilor Findley

Second: Councilor McBride

Vote: 7 Yes 0 No 0 Absent

NEW BUSINESS

Newberg Affordable Housing Trust Fund grant: Mayor Rogers declared a conflict of interest on this item and left the meeting. Community Development Director Rux said this was a grant request from Newberg Habitat for Humanity. The Affordable Housing Commission reviewed and approved the proposal for a \$5,000 grant for home repairs to low income housing through the Brush with Kindness Program. He explained the conditions for the

award. There was discussion regarding specific projects that would be done and accountability.

Action: To approve Resolution 2021-3761, A Resolution awarding a \$5,000 Time Sensitive Grant out of the Newberg Affordable Housing Trust Fund to Newberg Habitat for Humanity
Motion: Councilor Bacon
Second: Councilor Yarnell Hollamon
Vote: 6 Yes 0 No 1 Recused [Rogers]

Mayor Rogers re-entered the meeting.

Reconsideration of vote on Resolution 2021-3762

Councilor Bacon did not think there was enough time to put this on the November ballot. She would like more time to reexamine the options.

City Recorder Ryan said the ballot title and question had already been done, but the explanatory statement would need to be submitted by September 2.

Councilor McBride agreed it was being rushed and did not think it was necessary to take it to a vote at this time.

Action: To reconsider the vote on Resolution 2021-3762 and withdraw the referral to the November ballot.
Motion: Councilor Bacon
Second: Councilor Findley
Vote: 7 Yes 0 No 0 Absent

Equity Statement

Action: To make a formal statement in support of the letter written by Mayor Rogers to the School Board regarding upholding diversity, equity, and inclusion practices.
Motion: Councilor Yarnell Hollamon
Second: Councilor Coefield
Vote: 6 Yes 1 No [McBride] 0 Absent
Action: To publish a statement of the Council's position on the City's website.
Motion: Councilor Yarnell Hollamon
Second: Councilor Coefield
Vote: 6 Yes 1 No [McBride] 0 Absent

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EXECUTIVE SESSION – ORS 192.660 (2) (i) Performance Review

Start: 8:14 p.m.

Stop: 8:31 p.m.

Topic: Municipal Judge Evaluation

Staff: Assistant City Manager/Human Resources Director Kezia Wanner, Municipal Judge Larry Blake Jr.

Meeting adjourned at 8:31 p.m.

ATTEST:



Rick Rogers, Mayor



Sue Ryan, City Recorder