



**City of Newberg
Police Department**
P. O. Box 970
401 E. Third Street
Newberg, OR 97132
(503)538-8321
Robert I. Tardiff
Chief of Police

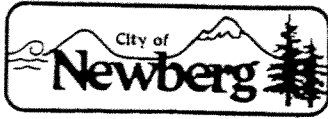
COMMUNITY RELATIONS COMMITTEE Meetings Canceled

**By order of the Community Relations Committee
Chairman Bob Weaver and Mayor Donna
Proctor, regular meetings of the Community
Relations Committee scheduled for**

**November 24, 1998
and
December 29, 1998**

**have been canceled. The next meeting of the
Newberg Community Relations Committee will
be held on Tuesday, January 26, 1999.**

Posted: November 2, 1998



Newberg Community Development Department

Memorandum

Date: October 29, 1998

To: Community Relations Committee

From: Mike Soderquist, Community Development Director

Copy: Duane Cole, City Manager
Randy Naef, Utilities Manager

Regarding: Response to Inquiry by Committee Member

At the October 27, 1998 meeting of the Community Relations Committee, I was asked a question by (I think) committee member Marge Stiefbold. The question was about annual water quality reports that she understood were now required of cities the size of Newberg by the US Environmental Protection Agency (EPA). I indicated that I would check into the situation and report back to the committee. This is that report.

Utilities Manager Randy Naef tells me that this new EPA program is only now being implemented. It will result in annual reports by City staff to EPA and the public. Newberg's first Consumer Confidence Report (CCR) is due October, 1999. Subsequent reports will be issued annually, beginning July 1, 2000.

COMMUNITY RELATIONS COMMITTEE MINUTES

Noon, Tuesday, October 27, 1998

401 E. Third Street

PRESENT: Bob Weaver, Mayor Proctor, Dick Meyer, Marge Stiefbold, Bill Larson, Gail Chamberlain and Beth Carlson.

STAFF PRESENT: Mike Soderquist, Community Development Director; Robert Tardiff, Police Chief; Library Director Leah Griffith; Russ Thomas, David Beam, and Mary Newell.

ABSENT: Johann May and Debbie Sumner

1. CALL MEETING TO ORDER:

Weaver called the meeting to order.

1.1 Review and approve minutes of September 29, 1998.

Minutes will be placed on file as corrected.

2. OLD BUSINESS:

2.1 Francis Square Update

Russ Thomas gave a brief report on the Francis Square project. New blue benches were installed yesterday. They are bolted down, and have two coats of paint for UV protection and to protect against carving. Trash receptacles will be ordered. Winter weather flower baskets will be hung. The flagpole is completed and the plaques have been affixed to rocks procured from Crabtree Rock. Larry Anderson will looking into an informational kiosk, and getting design plans for a shelter. Anderson is considering a shelter based on the preliminary designs, L-shaped in the corner using brick and blue.

Committee members are receiving positive feedback from citizens.

Thomas noted that the owner of the Antique Mall asked that the hedge be trimmed to make their sign more visible. Thomas reported that the hedge is trimmed as much as possible and that the hedge is planted specifically to separate the alley from Francis Square.

Per Mayor Proctor, the official dedication ceremony for Francis Square will be held Veteran's Day, November 11, 1998, at 10:00 a.m. Becky Manning will send invitations to all donors and volunteers who helped develop Francis Square. Proctor is coordinating the event.

2.2 Gazebo Garden Update

Chamberlain said the plantings around the gazebo are doing very well. Meyer concurred, and noted that the paint on the Gazebo is still looking good.

Thomas indicated that a temporary pathway composed of bark dust wood chip will be installed east-to-west until the grant is approved or until Staff decides how to proceed on the project. The site will need considerable grading before a more permanent pathway can be installed. Chief Tardiff asked if the temporary pathway will satisfy the Building Inspectors so the Public Safety Building can get their occupancy permit. Beam indicated that his understanding is that the gazebo landscaping superceded the Public Safety Building landscaping and should not hold up the occupancy permit.

2.3 Rules and Regulations for usage of Francis Square and Gazebo

Weaver suggested developing rules and regulations for the usage of Francis Square and the gazebo as a new goal for the Community Relations Committee. These need to be developed and then adopted by the Newberg City Council. Weaver envisions a sub-committee, meeting outside of regular meetings, will develop the rules and regulations.

3. NEW BUSINESS:

3.1 "Welcome to Newberg" signs

Soderquist indicated that PGE has donated \$1500 towards the development of a new "Welcome to Newberg" sign to be posted somewhere out towards the airport. The City will need to budget approximately \$5000 towards a new sign to meet the total cost of approximately \$7000. PGE would also provide the concrete foundation and sides. The City needs to provide the carved sign. Besides the sign itself, the project needs to take into consideration the landscaping, water, lighting, etc.

Smurfit checked out the existing signs and declared them in good condition.

4. OTHER:

4.1 Information Sharing

Duane Cole is following through on the City flags. Phone calls are not being returned by the vendor. It was reported that the vendor has been ill. Weaver asked that this issue be put on the next agenda. In the meantime, Donna Proctor will ask the City Manager to send a communication to Committee members on the status of the flag project.

Dick Meyer reported that the downtown merchants will be open to trick-or-treaters again this Halloween. They are looking for volunteers to assist as crossing guards. There will not be a downtown Halloween event next year because it falls on a Sunday.

5. REPORTS:

Library:

- The library roof is being repaired and the project should be completed soon.
- The library is planning a day of activities for children, with a book sale, kids' craft sale, and visiting authors.
- Look for the mural of story characters and the Newberg quilt in the main meeting room. The wall space was needed for more shelving and these features had to be moved.
- The new long-range plan for the next five years has been developed was distributed to the City Council.
- The Library Friends donated \$4000 for the initial phase of lighting upgrade. They are still looking for additional funding for more lighting and will be pursuing a fund-raising campaign strategy.

Police:

- Red Ribbon Week being celebrated this week, with a city-wide rally being held today at 10:00
- The current Police Citizens Academy will graduate next Tuesday evening. Has been a very good group, with active participation.
- Cindy Bolek was asked to make a presentation at the ODOT Traffic Safety Conference on the Public Safety Announcement videos that she and Frank Douglas have been producing.
- OLCC and the department held a meeting where the decoy program was explained; over sixty persons were in attendance.
- A new bicycle ordinance will be heard soon at the City Council. The Traffic Safety Commission reviewed the ordinance and made a few changes before recommending adoption by the City Council.
- Newberg Police officers are trained and current in CPR. Frank Douglas is working with the police department to put an automatic defibulator in the patrol vehicles.

Fire:

- Three volunteers finished paramedic school
 - Ready for the ISO review
 - City Council awarded a contract for a new fire truck
 - Station #2 has new pavement and asbestos is being removed from Station #1
- Discussion on the new smoke detectors. Fire Department only installs smoke detectors for the indigent. When the cost of the new detectors goes down, the Fire Department expects to renew their program. Weaver suggested that one of the service clubs might take on smoke detectors as a new project.

Community Development:

- Referred to written report.
- Marge Stiefbold questioned the City's standing on new Federal requirement that water quality statements be published for any municipal agency with population over 10,000.

Soderquist will investigate and report back to Committee.

6. ADJOURN:

Weaver noted that the election on November 4 may change the makeup of the Committee. He reiterated the need for the Community Relations Committee to set some measurable and workable goals for the new year.

He asked Mayor Proctor to provide some public acknowledgment for those City employees who do something on a regional, state or national level.

Weaver noted that the holidays fall near the meeting dates for November and December and suggested that the next two meetings be canceled.

Motion: Stiefbold/Meyer to cancel the November and December meetings of the Community Relations Commission. Motion passed unanimously and the meeting adjourned at 1:05 p.m.

Mary Newell, Recording Secretary