

# COMMUNITY RELATIONS COMMITTEE MINUTES

Tuesday, May 28, 1996, noon  
Newberg Fire Department

## COMMITTEE

**MEMBERS PRESENT:** Chairperson Bob Weaver, Marge Stiefbold, Bruce Jaqua, Jerry Fisher, Johann May, and Tim Hyatt.

**MEMBER ABSENT:** Bill Larson and Debbie Sumner

**STAFF PRESENT:** Mayor Donna Proctor, City Manager Duane Cole, Library Director Leah Griffith, Police Chief Robert Tardiff, Sgt. Ken Summers, Asst. Fire Chief Ben Erb, and Mary Newell, Recording Secretary.

**VISITORS:** Dick Meyer

## 1. CALL MEETING TO ORDER:

Bob Weaver called the meeting to order. Mayor Proctor recognized the police department's contribution in Jimmy G's "Shoot Pool Not Drugs" program and Chairman Weaver cited the participation of police and high school personnel in the Memorial Day activities honoring veterans.

1.1 Review and approve minutes of April 30, 1996

**Motion: Fisher/Stiefbold** to approve the minutes of April 30, 1996, as written. Motion carried.

## 2. OLD BUSINESS:

2.1 Pavilion Update

The City budgeted \$5,000 for building the pavilion, plus \$5,000 in donations have been received.

Chief Tardiff distributed a copy of him memo (attached) to Community Development outlining his concern with siting the pavilion to face 3rd Street, which should direct music or sound amplification directly at the proposed site for the 9-1-1 Center and Police Department. He asked that the Community Relations Committee reconsider locating the pavilion to a southerly facing location.

The Police Chief confirmed Ms. Stiefbold's observation that the fire siren causes concern for 9-1-1 center.

Suggestions to help ally the concern included soundproofing, changing orientation of the pavilion,

and planting arborvitae.

It was suggested that the pavilion be located at the southerly end of Memorial Park. The Mayor advised that the City is in the process of developing a new lease agreement with Chehalem Park & Recreation District. Bob Weaver expressed concern that area residents were told the pavilion would be located at the north end, and not given the south end of Memorial Park as an option.

The City Manager and Committee Chairman proposed walking down to Memorial Park following the meeting to review the site.

Following the meeting, Committee members met at the north end of Memorial Park to discuss the pavilion located. Consensus was to relocate the pavilion at the north boundary, facing south. Construction of the pavilion will be included in the planning for the new police department if the bond levy passes.

## 2.2 Francis Square Update

Trees and sidewalks have been planned for the Francis Square site, with an anticipated July 1st start date. The sidewalks will be done first as the funds become available. \$20,000 has been placed in the '96-'97 budget for the project.

City Staff met with Mr. Monka regarding easement rights. Once the easement has been approved, windows will be installed in the easterly wall which will allow residents to look out onto the square. Commercial use for the building, such as a coffee shop or card shop, will be discussed, with access onto the square.

## 3. NEW BUSINESS:

### 3.1 Revision of Liquor License Decision Process

City Manger Duane Cole outlined for committee members the City's current procedure for handling liquor license applications and renewal applications. He explained the proposal allows the application/renewal to go directly to the City Council for approval if no problems are reported based on the Police Department investigation. Only one businesses application was denied in the last five years. Mr. Cole advised that a resolution would be required to make any change in the existing policy. The City Manger asked that the Community Relations Committee to decide whether they want to retain the current policy or consider a resolution to allow appeals to go directly to the City Council.

After substantial discussion regarding the pros and cons of the proposed resolution change, Chairman Weaver advised the City Manager that consensus of the Committee was to keep the existing process for reviewing liquor license applications.

## 4. OTHER:

### 4.1 Information Sharing

- Mayor Proctor
- Committee Members

Mayor Proctor had no report.

By consensus, the Committee will continue to meet at noon on the last Tuesday of each month.

**5. REPORTS:**

5.1 Monthly Departmental Reports

**- Library**

Library Director Leah Griffith reporting.

- The Library Friends is hosting a book sale over the weekend.
- Senior Center Activity Report for month of April was distributed.

**- Fire Department.**

Asst. Fire Chief Ben Erb Reporting.

- New generator up and running and will accommodate any additions to fire facility.
- Water fee passed.
- Fire Chief Sherman was elected as vice president of the Oregon Fire Association

**- Police Department**

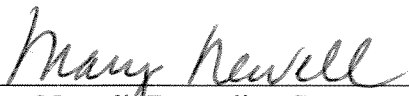
Sgt. Ken Summers reporting.

- Coos Bay Police Department will be sending an officer to observe the workings of the Newberg Police Department.
- Traffic Unit will be patrolling by motorcycle very soon.
- Bicycle patrol and foot patrol will be initiated soon to help curb vandalism and curfew violations.

**6. ADJOURN:**

6.1 Adjourn to next meeting date

**Motion: Jaqua/Fisher** to adjourn at 12:43 p.m.

  
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Mary Newell, Recording Secretary

# Meeting Notice and Agenda

## COMMUNITY RELATIONS COMMITTEE

**Date:** Tuesday, May 28, 1996

**Time:** 12:00 Noon

**Location:** Newberg Fire Department  
414 E. Second Street  
Newberg, OR 97132

### AGENDA

1. **CALL MEETING TO ORDER:**
  - 1.1 Review and approve minutes of April 30, 1996
2. **OLD BUSINESS:**
  - 2.1 Pavilion Update
  - 2.2 Francis Square Update
3. **NEW BUSINESS:**
  - 3.1 Revision of Liquor License Decision Process
4. **OTHER:**
  - 4.1 Information Sharing
    - Mayor Proctor
    - Committee Members
5. **REPORTS:**
  - 5.1 Monthly Departmental Reports
    - Library
    - Fire Department
    - Police Department
6. **ADJOURN:**
  - 6.1 Adjourn to next meeting date

### **ACCOMMODATION OF PHYSICAL IMPAIRMENTS:**

*In order to accommodate persons with physical impairments, please notify the Office of the Chief of Police of any special physical or language accommodations you may need as far in advance of the meeting as possible and no later than 48 hours prior to the meeting. To request these arrangements, please contact Mary Newell at (503) 537-1221.*