

COMMUNITY RELATIONS COMMITTEE MINUTES

Tuesday, June 25, 1996, noon
Newberg Fire Department

COMMITTEE MEMBERS PRESENT: Chairperson Bob Weaver, Mayor Donna Proctor, Bill Larson, Bruce Jaqua, Johann May, and Tim Hyatt.

MEMBER ABSENT: Debbie Sumner, Marge Stiefbold, and Jerry Fisher

STAFF PRESENT: City Manager Duane Cole, Library Director Leah Griffith, Police Chief Robert Tardiff, Fire Chief Michael Sherman, John Knight, Larry Anderson, and Mary Newell, Recording Secretary.

VISITORS: Dick Meyer

1. CALL MEETING TO ORDER:

Chairman Bob Weaver called the meeting to order. **Motion: Jaqua/Larson** to approve the minutes of April 30, 1996, as written. Motion carried and the minutes will be placed on file.

2. OLD BUSINESS:

2.1 Pavilion Update

Chairperson Bob Weaver requested committee members consider the following: developing a plaque for the pavilion, a pavilion name, a dedication program with music, begin planning for invitation letters to donors who have donated money or labor, a letter that may be kept as a souvenir, and develop a press release on the dedication.

Marge suggested naming the pavilion I honor of the first female mayor.

Duane Cole reported on the progress of the pavilion. John Knight provided handouts. The process is in design review and letters in opposition to the pavilion have been received. It is anticipated the matter will be appealed to the Planning Commission and may go as far as the City Council.

John Knight indicated the City is required to notify residents within 100 feet of the site and allow fourteen days for written comment. He cited some possible ex parte contact issues due to Council members sitting on the committees. Mr. Knight indicated that a quick process is not expected in light of the possibility of appeals, and suggested a reasonable time would be three months. If the matter is appealed to LUBA, it could take a year to resolution. For the benefit of the Committee, John Knight outlined the design review process and the process for appeal.

Followed was extensive discussion regarding the best method for meeting the opposition, through personal contact or by holding a community meeting. Cole said he felt it was important to reach out

to the community to identify their concerns.

Duane Cole confirmed that the Committee has already received approval for the project by the City Council.

Motion: Jaqua/Larson to direct the City to go door-to-door to see how residents feel individually on the issue and then to go ahead with the letter of approval. Motion passed unanimously.

2.2 Francis Square Update

Larry Anderson reporting. Scheduling did not work out with the contractor scheduled to do the excavation. Larry met with a local contractor who volunteered to do the concrete work, with the city providing materials. Contractor suggested using a stamp and cement dye to create a design rather than brick which had been proposed earlier. Contractor would like to hook onto city water, waiving the fee. Duane Cole suggested this might be worked out. City crews will do the curb work and patching. Contractor will then move in and work on the sidewalks, with the work most likely done in time for the Old Fashioned Festival. Larry Anderson will contact ODOT about the permit.

It was noted that the project was underway and there was little follow up discussion. Consensus was to leave the decision regarding stamping and color to the discretion of Larry Anderson.

3. NEW BUSINESS:

Duane Cole distributed an updated memo regarding the latest election results. He indicated that deadlines loom for putting something on the ballot for voters in September or November and requested feedback on how to split out the facilities for the future elections.

May questioned the need for another fire station, noting that McMinnville has only one. Chief Sherman indicated that McMinnville also has a rural fire station and is in the process of going for another one for a total of three. Donna Proctor cited the problem of the railroad tracks that divide the city.

Jaqua indicated a need to update the police department and city hall and did not want the put the fire substation on the back burner until 1997. As argument he cited problems with traffic, bridgework, trains, etc. He indicated the substation is needed due to the city's growth. He suggested doing more community information to garner support. He said the longer we wait the more it will cost. Larson was in full agreement stating a wait to 1997 was too long, and said that dividing the facilities had worked for the library and fire before.

Jaqua, Larson, and Weaver expressed support for putting separate facilities on the ballot, with the ballot sooner rather than later.

Discussion followed. Johann May said he heard a concern that a fire engine for the substation should be a separate bond. Sherman felt that a new substation would require its own equipment to operate. Jaqua indicated that people save money on their homeowner's insurance when the Fire Department has a good rating and it was important to get this information out to the public.

Proctor indicated that she and the City Manager had discussed holding town hall meetings to inform and educate the public on Newberg's city facilities.

Duane Cole summed up the discussion: (1) put both issues on the ballot at the same time, (2) try to better explain the issue of the fire engine in the budget, and (3) proceed with a September election date. Committee concurred.

4. REPORTS:

Police

Court recently overturned the civil forfeiture law so the police department will be doing forfeitures once again. An earlier decision did make some changes in State law that will change the way the police department does forfeitures.

The Police Department will be taking over code enforcement responsibilities for the city. The strategy will be to identify violations and try to obtain voluntary compliance. If no compliance within a reasonable period of time, the city will move into enforcement.

They are installing the E 9-1-1 equipment with testing to start soon. Newberg is one of three test sties for the state of Oregon.

Library

Summer reading program starts this week.

Although no booth in the park, the Library will have a float in the Old Fashioned Festival Parade.

A grant will allow the library to become an Internet access site. All equipment is being installed at no charge to the city. Applicants for the Internet access will have to be a resident in either Polk, Marion, or Yamhill counties.

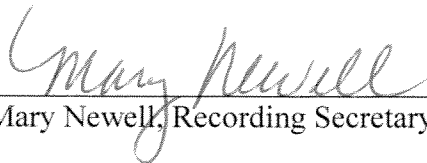
The Library Foundation will honor Margaret Edwards, library supporter, on July 19th.

Fire

There have been a number of grass and structure fires in the end of May and early June.

The fire department has five new drivers.

There being no further business to come before the Community Relations Committee, Chairperson Bob Weaver adjourned the meeting at 1:13 p.m.



Mary Newell, Recording Secretary

Meeting Notice and Agenda

COMMUNITY RELATIONS COMMITTEE

Date: Tuesday, June 25, 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 May 28, 1996

2. OLD BUSINESS:

2.1 Staff update on Pavilion and Francis Square projects and report on site preparations for upcoming Old Fashioned Festival activities.

2.2 Update on Election Results

3. NEW BUSINESS:

4. OTHER:

4.1 Information Sharing
- Mayor Proctor
- Committee Members

5. REPORTS:

5.1 Monthly Departmental Reports
- Police Department
- Library
- Fire 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.