

NEWBERG CITY COUNCIL MINUTES
REGULAR SESSION
March 5, 2018, 7:00 PM
PUBLIC SAFETY BUILDING (401 E. THIRD STREET)

A work session was held at 6:00 p.m. preceding the meeting. Present were Mayor Andrews, Councilors Patrick Johnson, Denise Bacon, Mike Corey, Scott Essin, Stephen McKinney, and Matt Murray. City staff present were City Manager Joe Hannan, City Attorney Truman Stone, City Recorder Sue Ryan, Community Development Director Doug Rux, Library Director Leah Griffith, and Finance Director Matt Zook.

Mayor Andrews called the meeting to order. Committee chairs gave their reports.

Stuart Brown, Affordable Housing Commission, said the notice of funding available had closed and no applications had been received. The mini grant with Habitat for Humanity for manufactured home repair was going well. Eight families had been helped, and there was one request that was pending. The CDBG grant funding had helped 17 families and he highlighted the projects that had been done. The Housing Newberg group made recommendations to the Council and the Council approved four of those recommendations to work on. The Commission discussed expanding their scope and leadership structure to assist staff with the four initiatives. The Commission also reviewed SB 1051, the inclusionary bill for affordable and low income housing.

There was a brief discussion on what the requirements would be for accessory dwelling units and possible changes to the Newberg Municipal Code. Mr. Brown said the Commission was focusing on Code changes for parking, utility connections, and lot coverage ratios. They had elected a new Chair and Vice Chair. Mr. Brown would like to remain part of the Commission in whatever capacity he could. Community Development Director Rux said the Council would need to pass a resolution creating an ex officio position for the Commission.

Beth Koschmann, Budget Committee Chair, said the Committee had not met yet this year. The first meeting would be held on April 17. She explained the challenges for the coming year's budget. There would be no City facilities tour this year as there were no new Budget Committee members. The budget document would be updated into a more user friendly format and the five year forecast would help them in the decision making process.

Rick Rogers, Citizens Rate Review Committee Chair, said a public hearing on the proposed water, sewer, and stormwater rates was held on March 1. The proposal would be brought to Council on April 2. He thought the Committee represented a good cross-section of the community.

Rick Fieldhouse, Historic Preservation Committee Chair, said the Committee was working on getting the Cameo Theatre on the National Historic Register. The research and report was being done by consultants through grant funding. The consultants thought it was a slam dunk as the property met two of the four criteria. The next projects they would be working on were plaques and markers for historic buildings and creating a downtown historic district.

Paul Headley, Library Board Chair, discussed a scholarship program for library cards for people outside of the City limits. For those who did not qualify for the program, there was a trial period where people could have a temporary library card for a month to see what the library had to offer. He announced the activities during National Library Week April 10-14. Five people were hired on an on-call basis to cover staff illnesses. The Library Foundation had an author event in November and had received a recent \$50,000 donation. The Foundation had given \$18,500 in 2018. The Friends of the Library worked with the Library Foundation and had given the library \$10,000 for 2018. The construction projects at the library were winding down and should be done by May.

CDD Rux gave updates for the Transient Lodging Tax Committee and the Planning Commission. He said the TLT Committee were working on the Wolves and People application marketing grant, reviewing the small grant program, and a marketing proposal. The Planning Commission reviewed the PSU population projections, Development Code amendment for private streets in PUDs, discussed residential parking standards, and Senate Bill 1051 provisions. They would be reviewing subdivision applications and lot width requirements in the near future. They had a going away party for Commissioner Cathy Stuhr and Planner Steve Olson.

Mayor Andrews reported the Traffic Safety Commission discussed issues dealing with parking on arterials and on Villa Road. They also discussed residential parking issues, areas that needed traffic calming, and how to educate people on distracted driving. Councilor Johnson suggested some patrolling on Wilsonville Road during the peak afternoon hours as many people were making u-turns there.

Council President Bacon said there would be no Executive Session tonight for the Judge's evaluation. It would be on March 19 instead.

CALL MEETING TO ORDER

Mayor Andrews called the business session to order at 7:00 p.m.

ROLL CALL

Members Present:	Mayor Bob Andrews	Stephen McKinney	Mike Corey
	Denise Bacon	Patrick Johnson	Matt Murray
	Scott Essin	Stephen McKinney	

Staff Present:	Joe Hannan, City Manager	Truman Stone, City Attorney
	Sue Ryan, City Recorder	Doug Rux, Community Development Director
	Matt Zook, Finance Director	Jay Harris, Public Works Director
	Kaaren Hofmann, City Engineer	

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was performed.

PROCLAMATION: Mayor Andrews presented the Newberg High School cheerleaders with a proclamation declaring March 5 as a day in their honor due to their recent championship win.

CITY MANAGER'S REPORT: City Manager Hannan reported on his activities including budget preparation, neighborhood meeting for the new communications antenna, and Chamber Board meeting. He gave an update on the animal shelter appraisal. He also met with the TLT Chair on tourism and marketing. Staff were working on funding for Cameo Theatre rehabilitation, and the Springbrook development. A public art brochure was being created in partnership with the Downtown Coalition. The Villa Road reconstruction project would begin soon. He had also discussed signage to recognize groups on City signs, and to promote Newberg as the Camellia City. He had been looking at options for a veterans' service center. The glass recycling program would begin soon. It would be one month free with charges starting in May. The City received an award for over 60 years of participation in City/County Insurance Services.

COUNCIL APPOINTMENTS:

MOTION: Andrews/Bacon moved to consent to the Mayor's appointment of Larry Hampton to the Affordable Housing Commission for a term from March 5, 2018 to December 31, 2018. Motion carried (7 Yes/0 No).

MOTION: Andrews/Bacon moved to consent to the Mayor's appointment of Lesley Woodruff to the Traffic Safety Commission for a term from March 5, 2018 to December 31, 2018. Motion carried (7 Yes/0 No).

MOTION: Andrews/Bacon moved to consent to the Mayor's appointment of Ryan Howard, Brett Baker, Sid Friedman, Claudia Stewart, Larry Hampton, Todd Engle, Brian Doyle, Lisa Rogers, Fred Gregory, and Curt Walker to the Newberg 2030 Citizen Advisory Committee for a term of the length of the project. Motion carried (7 Yes/0 No).

PUBLIC COMMENTS: Sally Godard, Executive Director of Unidos Bridging Community, spoke about the Unidos citizenship class. This year they had 14 students, 3 volunteer teachers, and 3 volunteer assistants. She explained the citizenship program and its students. Many immigrants did not have the ability to apply for citizenship. The group continued to work toward comprehensive immigration reform. She invited everyone to join the graduation of these students on March 12. The students introduced themselves.

Crista Eberle, Newberg Animal Shelter Friends, shared how they thought the best way to ensure a stable future for the shelter was to purchase the building. Ken Austin, local businessman and A-dec co-founder, had agreed to help with the fundraising by matching donations dollar for dollar. They would be holding a fundraiser event, Wine and Whiskers, on April 28.

CONSENT CALENDAR:

MOTION: Bacon/Corey moved to approve the Consent Calendar including Resolution 2018-3447, A Resolution to authorize the City Manager to enter into a professional services agreement with Kittelson & Associates, Inc. to design the city's 2018 Pavement Preservation and Utility Improvement Project; Resolution 2018-3448, A Resolution releasing a Right-of-Way for a water main easement on property located at R3208049000 (Tract C and AA – Springbrook District Subdivision); Resolution 2018-3449, A Resolution releasing a Right-of-Way for a water main easement of property located at R321800800 and R321800900 (Tract A and B – Springbrook District Subdivision. Motion carried (7 Yes/0 No).

NEW BUSINESS: TLT Small Grant Awards: CDD Rux said this was the second round of small grant applications through the TLT program. He explained the small grant process and the five applications that were received. The TLT Committee recommended approval for four: the Hoover-Minthorn House Museum, Anvil Academy, Oregon Truffle Festival, and Chehalem Cultural Center. They came to a total of \$20,000 which had been allocated in the budget. Staff recommended adoption of the resolution.

Brian Stewart thanked the TLT Committee for their work. This was the 10th anniversary of the Camellia Festival. He described how the festival was being promoted. He thought the festival would draw people in throughout the state and would expose Newberg to a lot of people who would not normally come. The City of Newberg's camellia was officially registered with the America Camellia Society. He was in favor of the grant award.

There was discussion on the grand prix race route, and that while groups had not received the full amount of their request they would be able to do their projects.

MOTION: Bacon/Johnson moved to approve Resolution 2018-3433, A Resolution awarding Transient Lodging Tax small grant funds to the Hoover-Minthorn House Museum – Herbert Hoover's Oregon Boyhood – An Exhibit and Marketing Plan, Anvil Academy – Newberg Grand Prix Cycle Kart Rally, Oregon Truffle Festival – Oregon Truffle Festival Newberg Weekend –the Terroir of Truffles, and Chehalem Cultural Center – The Newberg Camellia Festival Run/Walk. Motion carried (7 Yes/0 No).

2016 Newberg Transportation System Review: CDD Rux reviewed the TSP 2016 Plan. It was developed for a 20 year horizon and was updated every 10 years. He described the goals, accomplishments, relationship to other master plans, and modifications that needed to be done. The Bypass had been completed, but the Wilsonville Road realignment still needed to be done. Other completed projects included Elliott Road paving, Villa Road improvements, and 8th Street paving. The adopted Transportation Utility Fee provided road maintenance

funding. The City worked with Yamhill County Transit Area for the Transit Master Plan update, and worked with Sportsman's Airpark for development rights. The Downtown Improvement Plan and Strategic Tourism Plan identified a downtown trolley, and a Bike/Ped ADA Plan for bike/ped improvements. Future projects were the Urban Growth Boundary expansion, and Riverfront Master Plan.

There was discussion on downtown traffic studies, the impact of the Bypass, Phase 2 and the road diet plan to remove one travel lane on Fir and one travel lane on Hancock, Bypass signage, and traffic volume.

2016 Newberg Downtown Improvement Plan Review: CDD Rux reviewed the Plan. He discussed the 10 big ideas in the Plan, and its accomplishments. A Comprehensive Plan zone change traffic study to create the Craft Industrial Zone might need to be put on hold. Other projects included: aligning the Downtown Plan with the TSP, Water Master Plan, Wastewater Master Plan, and Bike/Ped ADA Plan.

City Council Rules Subcommittee request: CM Hannan said the Council Rules Subcommittee recommended providing food for Council when there was a work session and regular meeting. The cost would be up to \$15 per person for regular and special meetings which would be under \$3,000 per year. This would begin in May 2018. Councilor Johnson said the subcommittee had brought this forward to see what the Council thought of the idea.

Councilor Essin said most people got off work at 5 then came to a 6 p.m. meeting without getting dinner, and had to go four or five hours at a meeting without food. This came up as part of a suggestion for the Council Rules regarding the Council receiving \$10 per meeting. To not put a burden on staff, they could have the food delivered. He asked the Oregon Public Meetings Law defined work sessions and regular meetings as two separate meetings. City Attorney Stone said his analysis showed they were two separate meetings as they had separate agendas. Council Rules governed how they were compensated. It was a matter of the Council interpreting its own rules on what was a compensated meeting. The Oregon Ethics folks said there were some ethics constraints on the Council interpreting its own rule that would give a benefit to the Council. He thought that was an over-strict reading of the rule.

Mayor Andrews said the subject was not about compensation, but about meals. Councilor Corey was not interested in meals, but he was interested in compensation. Councilor Murray was okay with reciprocating when there were joint meetings. He was not interested in the meals, but he was interested in a different type of compensation. Councilor McKinney said previously meals were always provided. If a meal was not provided, it made it difficult for him because he was a diabetic. In 2007 and 2008 significant budget cuts were being made and the meals stopped. For him it was the times that he ate that were most important. Councilor Bacon would not participate in the meals as she had a very restrictive diet, but understood the needs of others. She was in support. Councilor Corey asked if there were other options for compensation that had been discussed.

Councilor Johnson said the subcommittee was not in agreement on compensation yet. Right now they were going through the League of Oregon Cities rules to see if they should be used in Newberg. They would take on the contentious issues after that process was done. Councilor Essin thought meals were important as he could not eat dinner beforehand. Councilor Murray said meetings could be more efficient by staying on track and following Robert's Rules of Order and not getting sidetracked. It could help get people home sooner. He did not think tax payers should pay for meals for the Council.

Councilor Johnson said in a time where they were talking about making more budget cuts and meals would increase the workload of staff, he saw a lot of problems with offering meals. He did not want to take the focus away from important issues and did not think this was the right time to make this change. Councilor Essin could not continue to serve the number of hours required if the Council did not think his time was worth a meal. He would be announcing his resignation within 30 days if it didn't pass tonight as he could not serve citizens properly.

Councilor McKinney said it was not a matter of blood sugar levels, but also insulin and other medications, sometimes a month's worth of appointments to get yourself back and regulated. It would be more productive for the Council if the time of the meeting was changed so it did not interrupt health issues for certain members of this Council and future Council members. He had been here 10 years and served thousands of hours. He was disturbed that the decision was being based on people's own needs rather than the needs of the people around them. They had provided meals in the past and it was not a large amount of money in the City budget. He did not think citizens would begrudge this.

MOTION: Essin/McKinney moved to have meals provided to the Mayor and City Council at regular and special meetings at a cost not to exceed \$15.00 per person per meeting beginning at the May 7, 2018 Council meeting. Motion passed (4 Yes/3 No [Corey, Murray, Johnson]).

Mayor Andrews suggested those who did not want a meal, to let staff know that they did not need anything ordered for them. Councilor McKinney left the meeting.

COUNCIL BUSINESS:

City Recorder Ryan reminded Council to turn in their SEI forms.

EXECUTIVE SESSION Real Property ORS 192.660 (2) e

Councilor McKinney returned to the meeting.

Start: 8:53 p.m.

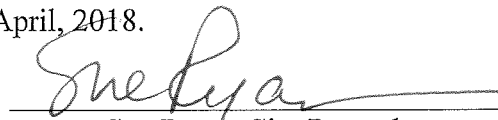
Stop: 9:11 p.m.

Staff: City Manager Joe Hannan, City Attorney Truman Stone, CDD Doug Rux


Topic: Butler Property appraisal

ADJOURNMENT: The meeting was adjourned at 9:11 p.m.

ADOPTED by the Newberg City Council this 2nd day of April, 2018.


Sue Ryan, City Recorder

ATTESTED by the Mayor this 5th day of April, 2018.

 Bob Andrews, Mayor

