

**NEWBERG CITY COUNCIL MINUTES**  
**REGULAR SESSION**  
**May 7, 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, Mike Corey, Scott Essin, Stephen McKinney, and Matt Murray. Council President Denise Bacon was absent. City staff present were City Manager Joe Hannan, City Recorder Sue Ryan, City Attorney Truman Stone, Community Development Director Doug Rux, Police Chief Brian Casey, Police Support Services Manager Mary Newell, Public Works Director Jay Harris, Library Director Leah Griffith, Information Technology Director Dave Brooks, and Finance Director Matt Zook.

Mayor Andrews announced the Executive Session would be cancelled tonight due to the absence of Council President Bacon. Mayor Andrews noted in the attendance for both the April 2 and 16 minutes, Councilor McKinney was down twice on the Members Present. Mayor Andrews had two items for Council Business, one regarding regional meetings and the other regarding a motion that would be made later. Councilor Johnson wanted to discuss water hardship requests.

City Manager Hannan gave an update on the Council Priorities.

Police Support Services Manager Newell and Police Chief Casey spoke about Council Goal 1 regarding the 911 dispatch center. She had received some quotes to upgrade the dispatch furniture, but it was on hold until a budget was determined. They had implemented the text to 911 program. They were waiting on a budget decision for the CAD program. The CAD computers had been replaced. They had not located fiber that would be suitable to connect to Washington County's CAD system. The new radio system was still in the design process. She explained how the new radios would be able to switch from analog to digital. The contract with Motorola had been signed and the tower location had been selected. She explained the subscriber radio needs. There was discussion regarding use of the tower and what would be done with the old equipment.

City Manager Hannan discussed Goal 2, Streets, and items that had been completed. Regarding Goal 3, the TVF&R annexation had been approved and staff was working on the IGA. The annexation would be effective on July 1. For Goal 4, NERPS, there was a change to the employee contract that no new employees would go into the NERPS. The next step was looking at those employees who were remaining in NERPS. For Goal 6, 5 Year Financial Plan and fiscal policies, the City was now using this plan for budget preparation.

CDD Rux explained the City received a grant for the UGB expansion process and consultants had been selected to do the work. DLCD had to put the technical fixes on hold. It would take 13 months to go through phase 2 and he explained the process that would be done to determine how much land the City would need for residential and employment and where the lands would be located. There was discussion regarding what was included in the UGB expansion process.

CDD Rux gave an update on Goal 8, Affordable Housing. The items that were being worked on included the annexation policy for R-3, Accessory Dwelling Unit code changes, Construction Excise Tax, and missing middle housing. There was discussion regarding shuffling priorities and how the Construction Excise Tax would work. CDD Rux explained the work that had been done on the Riverfront Master Plan, Goal 9.

Public Works Director Harris reported on Goal 10, Emergency Preparedness. He discussed the recent employee training about emergency operations. He budgeted for storage cupboards for emergency supplies for the Public Safety building. A seismic study showed the Public Safety building would not hold up to a Cascadia type earthquake. The city had received a grant for a seismic upgrade of the building. The City had a good

relationship with Yamhill County Emergency Management and had participated in joint training. He explained what had been done for public training and emergency supplies.

CDD Rux discussed Goal 11, Economic Development. There were monthly economic development meetings and he gave an update on the Downtown Plan, Tourism Plan, and TLT Committee activities. He spoke about Goal 12, Community Visioning and the RARE program through the University of Oregon.

CM Hannan updated the Council on Goal 13, Transit. There would be a recommendation from the citizen advisory group to the County Commission as to what the transit system should look like. He explained the plan for Newberg included four routes in the City that would cover all of the neighborhoods and a downtown transit center. The County was going to look at funding for transit as well.

The work session was adjourned at 6:52 p.m.

### **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
	Patrick Johnson	Matt Murray	
	Scott Essin	Stephen McKinney	

Members Absent: Denise Bacon

Staff Present:	Joe Hannan, City Manager	Truman Stone, City Attorney
	Sue Ryan, City Recorder	Doug Rux, Community Development Director
	Leah Griffith, Library Director	Dave Brooks, Information Technology Director

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was performed.

**PRESENTATIONS:** Toby Hutchinson stated Boy Scout Troop 520 was attending the meeting to earn their citizenship in the community badge. The scouts introduced themselves.

Carr Biggerstaff, Chamber of Commerce Board, gave the quarterly report for the Chamber. He said there were 1,572 visitors this quarter. Information was added to their website and he explained the pages that had been visited the most each quarter. Personnel costs were down. This reflected the vacant Executive Director position. However other staff and Board members had stepped in to take care of those duties. They spent \$9,100 in this quarter mostly for the Camellia Festival and Oregon Truffle Festival. They committed to benchmarks for Visitor Center walk-in costs including staffing costs. They did not track phone calls. The last data he had was from 2013 showing 838 calls. The number of walk-ins included non-visitors. He compared other Chambers' average cost per walk-in.

CDD Rux gave an update on Riverfront and Newberg 2030 Committees. He said the City received a grant and consultants had been hired for the Newberg 2030 project. There would be an evaluation of the study area, analysis, technical fixes to the Division 38 process, and buildable lands inventory. There would be a citizen advisory committee to oversee the project. The contract was signed for the Riverfront Master Plan. There was a kick-off meeting in April, an initiation meeting and tour, and orientation meeting with the Riverfront Committee. Their first official meeting would be held on May 23. There would also be a survey and two open houses for the public. The process would take about 18 months.

**CITY MANAGER'S REPORT:** City Manager Hannan reported on his activities including Budget Committee meetings, long range financial planning, Bypass Committee meetings, controversy over contracts for building services, discussions with West Rock, Transit Advisory Committee meetings, sale proposal for the animal shelter, request for interest on the Butler property, promoting infill opportunities, public art brochure, new downtown mural, TVF&R annexation, and report to the City Club on development.

**PROCLAMATION:** Mayor Andrews declared May 6-12, 2018 as Municipal Clerks Week and presented City Recorder Ryan with the proclamation.

**PUBLIC COMMENTS:** Rick Lipinski, Newberg Animal Shelter Friends, said it had taken some time to work out the details for the sale of the shelter. He thanked those who attended their recent fundraiser. He gave the reasons for the purchase offer for the building on the lot, which was shown on the original blueprint currently on file with the City. The building and lot were designed to mitigate any impacts to the neighborhood and allowed for the expansion of the facility. The appraisal did not use the map the City had on file, but had used an arbitrary line from an aerial photo. Newberg would continue to grow, and in order for the animal shelter to best serve the City going forward, they would need the extra area.

**CONSENT CALENDAR:**

**MOTION: Corey/Johnson** moved to approve the Consent Calendar including Resolution 2018-3468, A Resolution to accept a grant award from Regional Solutions through Business Oregon for Crestview Drive and authorize the City Manager to execute all grant documents; Resolution 2018-3464, Authorize the City Manager to enter into an Intergovernmental Agreement (IGA) with Washington County Consolidated Communications Agency (WCCCA) to utilize the WCCCA Radio System for data and voice communication; Letter of Support for the Newberg-Dundee Bypass; Resolution 2018-3475, A Resolution ratifying contracts with Sabre Industries, Thermobond, and Power Systems Plus relating to the Emergency Communications System Upgrade Project with Washington County Consolidated Communications Agency (WCCCA); and the Council Minutes as amended for scrivener's errors for April 2 and 16, 2018. Motion carried (6 Yes/0 No/1 Absent [Bacon]).

**PUBLIC HEARING – Ordinance 2018-2826, R-3 zoning:**

Mayor Andrews opened the public hearing and called for conflicts of interest or objections to Council's jurisdiction. There were none.

CDD Rux presented the staff report. He gave the reasons for the amendments to the Comprehensive Plan and Development Code. This would implement the policy of including R-3 zoning in large annexations. He said the Council approved the first reading of the ordinance April 2. A question was raised that evening about water hardship. On April 16 a water hardship request had been brought to Council. He gave scenarios of water hardships, and how for larger properties the R-3 zoning came into play. The Council asked staff to bring back more information on this issue to discuss in June.

Rick Rogers, Newberg resident, spoke in favor of passing the Ordinance. This policy had been discussed since 2009. There was a need for more R-3 in the City and there was community support for the amendments.

Mayor Andrews closed the public hearing. CDD Rux recommended passage of the Ordinance.

**MOTION: Corey/Murray** moved to approve the second reading of Ordinance 2018-2826, An Ordinance amending the text of the Newberg Comprehensive Plan and the Newberg Municipal Code to require large residential annexations or Urban Growth Boundary expansions to include some R-3 multi-family residential land to be read by title only. (6 Yes/0 No/1 Absent [Bacon]).

**NEW BUSINESS:** Resolution 2018-3453, Wolves & People TLT grant:

CDD Rux reviewed the TLT Committee's grant recommendations brought to Council in January. They asked the Wolves & People application be sent back to the TLT Committee for reconsideration. That was done, and staff did additional analysis. Wolves & People had a Conditional Use to operate the brewery, and received a second approval from the County for agritourism to allow for a food cart for 18 events per year. The TLT grant was to construct a trail from Wolves & People to A to Z Wineworks. It was unclear whether or not they needed a land use approval for that trail from the County. The TLT reconsidered this application with the new information, and recommended approval of the grant award.

There was discussion on the business getting land use approval from Yamhill County, and the Conditional Use permit requirements.

Proponents: Christian Benedetti, Wolves & People, thanked the TLT Committee. He thought the project would bring a greater interest and participation in the community. The purpose of the trail was to link the two tasting rooms. It would be a private trail not open during non-business hours. They had decided not to build a pavilion at this time as it would require land use action. The \$30,000 grant would be used for excavation and shaping of the trail as well as signage and promotion of the trail.

There was discussion regarding the details of the trail, land use issues, and marketing the beer and wine industry.

Opponents: CR Ryan said submitted testimony was sent to Council earlier today by Robert Soppe and was in front of them.

Deliberations: Councilor Johnson asked if item 3 in the resolution was adequate protection for the City regarding the land use approval. CDD Rux thought it was. Councilor Essin asked about ADA requirements for the trail. CDD Rux thought that would be included in the land use approval if it was required by the County.

Councilor McKinney agreed with Mr. Soppe's written testimony and thought these funds could be used in a better way. He was not in support of the grant application. Councilor Corey was in favor of the application as he thought the land use approval was taken care of in the resolution language.

Councilor Essin was concerned about another entity being in charge of the Conditional Use Permit and the project might not work out. Councilor Corey thought that issue was resolved through the resolution language. Councilor Johnson said the TLT Committee had recommended approval and he was in support. Mayor Andrews was in favor due to the resolution language that precluded any distribution of funds until the questions were answered.

**MOTION: Corey/Murray** moved to approve Resolution 2018-3453, A Resolution awarding Transient Lodging Tax Destination Development – Marketing Grant funds to Wolves & People. Motion passed (5 Yes/1 No [McKinney]/1 Absent [Bacon]).

Sportsman Airpark Land Use Master Plan annual review:

CDD Rux said the Sportsman Airpark Master Plan was adopted in June 2006. He discussed highlights of the road plan, bridge plan, taxiway plan, utility plan, and developable area plan. He said the purchase of development rights would be coming back to Council in a month or so.

There was discussion about the development rights purchase, the airport and runway expansion.

Council Priority update on Goal 5:

IT Director Brooks said the goal was in three years to obtain functional software and hardware that reduced duplications by integrating the different systems the City had. They had developed a technology plan. He described projects for IT, Finance, Administration, Police, Legal, Public Works, and Community Development departments. There was discussion regarding what Splunk was and about the deferred projects due to budget constraints. Councilor McKinney asked what grade he would give the City in relationship to taking care of the need. IT Director Brooks thought they were doing well. They came up with creative ways to get things done in order to live within their means. IT would continue to grow especially as more technology and devices were being used.

Annual Report on Cultural District:

Library Director Griffith said there was an Intergovernmental Agreement between the City and CPRD in 2013 that established the Cultural District and an Executive Board to manage the activities. She listed the board members, their roles, and responsibilities. She described the District events, 2017 projects, 2018 upcoming events. They were not adding any new events. Also in 2018 they would be reviewing the IGA, looking at signage funding options, and projects to include the shade structure, public art, website maintenance, and neighbor relations.

**COUNCIL BUSINESS:**


Mayor Andrews said the LOC Regional Meeting would be held June 6 in Sherwood.

**Motion:** Johnson/Murray moved to direct staff to bring back information on the historic and current consequences to Newberg residents for allowing water hardships. Motion passed (5 Yes/1 No [Corey]/1 Absent [Bacon]).


CDD Rux explained this motion superseded the motion from the last Council meeting when Council directed staff to come back with code language. The new motion directed staff to return with additional information about water hardships so there was better understanding before changing the municipal code.

**ADJOURNMENT:** The meeting was adjourned at 9:35 p.m.

**ADOPTED** by the Newberg City Council this 4<sup>th</sup> day of June, 2018.

  
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Sue Ryan, City Recorder

**ATTESTED** by the Mayor this 7<sup>th</sup> day of June, 2018.

  
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Bob Andrews, Mayor

