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**City of Newberg  
City Council  
July 1, 2019**

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**WORK SESSION**

Meeting called to order at 6:00 p.m.

Councilors Present: Mayor Rick Rogers, Councilors: Patrick Johnson, Mike Corey, Elizabeth Curtis Gemeroy, Stephanie Findley, and Elise Yarnell Hollamon.

Councilors Absent: Denise Bacon.

Staff Present: City Manager Joe Hannan, City Attorney Truman Stone, City Recorder Sue Ryan, Police Chief Brian Casey, Finance Director Matt Zook, City Engineer Kaaren Hofmann, Engineer Brett Musick.

Topic: Work Session – Sidewalk Program Discussion

Public Comments: Roy Gathercoal, Newberg resident, spoke on the importance of ADA accessibility and sidewalks. People with disabilities in Newberg were being excluded from participating in civic life. He also thought there needed to be a program to help property owners repair or install sidewalks for both residential and commercial properties.

Louise Clements, Newberg resident, had mapped a route for people in wheelchairs from Friendsview to downtown. She explained the dangers for wheelchairs and how there were very few ADA doors downtown. The ramps were random and sidewalks were crumbling.

David Clyne, new City Manager Pro Tem, introduced himself.

City Engineer Hofmann presented. She discussed the problems with street trees and sidewalks, the City's ADA/Pedestrian/Bike Route Improvement Plan, missing sidewalks and curb ramps, sidewalk inventory, and upcoming projects and grants. She asked if the City wanted to do more than what was currently being done. She gave possible funding sources for sidewalk construction and described what other jurisdictions did.

Discussion: The Council discussed costs, funding sources, overall assessment, working with stakeholders, focus on critical routes, broken sidewalks, ramps, and street tree issues.

There was consensus for staff to move forward with the inventory, noting the critical routes. This would be discussed further at the Council goals and priorities meeting.

Executive Session – ORS 192.660 2 (a)

Start: 6:49 p.m.

Stop: 7:05

Topic: Employment of Public Officers – transition to City Manager Pro Tem.

Staff: City Manager Hannan, City Attorney Stone.

## **BUSINESS SESSION**

### **CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE – CITY MANAGER’S REPORT- PRESENTATIONS:**

Meeting called to order at 7:10 p.m.

Councilors Present: Mayor Rick Rogers, Councilors: Patrick Johnson, Mike Corey, Elizabeth Curtis Gemeroy, Stephanie Findley, and Elise Yarnell Hollamon.

Councilors Absent: Denise Bacon.

Staff Present: City Manager Joe Hannan, City Attorney Truman Stone, City Recorder Sue Ryan, Community Development Director Doug Rux, Police Chief Brian Casey, Finance Director Matt Zook, City Engineer Kaaren Hofmann.

### **PRESENTATIONS:**

1. Presentation – Mayor Rogers read a proclamation declaring July 25-28, 2019 as Newberg Old Fashioned Festival Week in the City of Newberg.

### **CITY MANAGER’S REPORT:**

City Manager Hannan reported on his activities including: the Tri-Tech software installation for the Dispatch Center, work on community vision and waterfront master plan presentations, partnership with churches for emergency preparedness, new internet provider, veteran banners installation, purchase of Police Department freeze dried food to use during a disaster, Meet and Greet of the Japanese American Society, and soliciting ideas for honoring Joan and Ken Austin. He introduced the new Library Director Will Worthey.

### **COUNCIL APPOINTMENTS:**

1. Citizens Rate Review Committee Reappointment and Appointment  
Action: Approved Re-Appointment of Bill Rourke to the Newberg Citizens’ Rate Review Committee for a term effective July 1, 2019 to June 30,

2022, and Appointment of Ned Knight to the Newberg Citizens' Rate Review Committee for a term effective July 1, 2019 to June 30, 2022.

Motion: Councilor Findley  
Second: Councilor Johnson  
Vote: 6 Yes, 1 Absent [Bacon]

2. Appointment of Councilor Elizabeth Curtis Gerneroy, Mayor Rick Rogers, and Councilor Patrick Johnson to serve on the Water Redundancy Council subcommittee for a period of one year.

Action: Approved appointment.  
Motion: Councilor Corey  
Second: Councilor Findley  
Vote: 6 Yes, 1 Absent [Bacon]

#### **PUBLIC COMMENTS:**

Patty Macintyre, Newberg resident, spoke on how she needed sidewalk repair and replacement in front of her house in order to keep her insurance policy. She could not afford the cost of the work and had proposed a program for inmates to help make these kinds of repairs or a program for neighbors to pitch in to help.

Kristen Stoller, Newberg resident, spoke on permits and SDC fees. In trying to get other businesses to come to the City there was a lot of confusion and lack of customer service regarding permits and associated costs. She suggested reviewing the process and discussing it at a Council meeting.

#### **ACTION ITEMS- Consent Calendar**

1. a) Resolution 2019-3576, A Resolution to authorize the City Manager to enter into a construction contract with K & E Paving Inc. dba H & H Paving to complete the construction of the 2019 Pavement Rehabilitation Project in the amount of \$1,139,270.50.

Action: Approved consent calendar items as presented.  
Motion: Councilor Corey  
Second: Councilor Curtis Gerneroy  
Vote: 6 Yes, 1 Absent [Bacon]

#### **NEW BUSINESS:**

1.  
Staff Report: Visit Newberg Business Plan and Budget.  
Community Development Director Rux presented background on Visit Newberg.

Leslie Caldwell, Visit Newberg Executive Director, presented Visit Newberg's business plan and budget for FY 2019-2020. She explained how the plan was prepared, goals and strategies in the plan, and how they would measure success. She reviewed the budget revenues and expenditures.

- Discussion: The Council discussed:
- Community grants to support events.
  - In kind support.
  - Cultural District Board participation.
- Action: Approved Resolution 2019-3573, A Resolution approving the FY 2019-2020 Visit Newberg Business Plan and Budget.
- Motion: Councilor Curtis Gemeroy  
Second: Councilor Johnson  
Vote: 6 Yes, 1 Absent [Bacon]
2.  
Staff Report: Street Seat Pilot Program extension  
CDD Rux presented. He explained the history of the program and requested to extend the program for another two years.
- Kyle Lattimer, Ruddick Wood, discussed the success of the street seats for his business. There had been no complaints. He did think improvements could be made to the aesthetics.
- Action: Approved Resolution 2019-3572, A Resolution extending the Street Seat Pilot Program for two years through August 17, 2021.
- Motion: Councilor Findley  
Second: Councilor Yarnell Hollamon  
Vote: 6 Yes, 1 Absent [Bacon]
3.  
Staff Report: Economic Development Revolving Loan Fund services  
CDD Rux presented. He explained how the City had been contracting with the Mid-Willamette Valley Council of Governments for these services and the three loans that were outstanding.
- Action: Approved Resolution 2019-3575, A Resolution approving an Intergovernmental Agreement between the City of Newberg and Mid-Willamette Valley Council of Governments for Economic Development Revolving Loan Fund services.
- Discussion: The Council discussed rates and the current market.
- Motion: Councilor Corey  
Second: Councilor Johnson  
Vote: 6 Yes, 1 Absent [Bacon]
4.  
Council Report: Appointment of David Clyne as City Manager Pro Tem  
Councilor Yarnell Hollamon explained the subcommittee's decision and Mr. Clyne's background. David Clyne introduced himself.

Action: Approved Resolution 2019-3579, A Resolution that the City Council appoint David Clyne as City Manager Pro Tem with the appointment effective July 22, 2019.

Discussion: The Council discussed the start date for Mr. Clyne.

Motion: Councilor Curtis Gemeroy

Second: Councilor Johnson

Vote: 6 Yes, 1 Absent [Bacon]

## **COUNCIL BUSINESS**

1. WestRock Council subcommittee

Council Report: City Recorder Ryan discussed the term for the subcommittee.

Action: To extend the term of the Closed Paper Mill (WestRock) Subcommittee from September 2019 to December 31, 2019.

Motion: Councilor Curtis Gemeroy

Second: Councilor Findley

Vote: 6 Yes, 1 Absent [Bacon]

Action: To direct the Closed Paper Mill (WestRock) subcommittee to pursue avenues, such as the Oregon Federal Delegation, Governor's Office, State Agencies, Yamhill County, parties interested in redevelopment opportunities, and businesses expressing interest in relocation to Newberg, toward the redevelopment of the Newberg paper mill site.

Motion: Councilor Curtis Gemeroy

Second: Councilor Yarnell Hollamon

Vote: 6 Yes, 1 Absent [Bacon]

2. Council Cell Phones

Discussion: The Council discussed whether or not they should have cell phones as City work phones as well as the use of texts and public records and meetings law.

Mayor Rogers abstained from the discussion as he had a phone number at City Hall. If any Councilor wanted a cell phone, they could contact CR Ryan.

3. Discussion of RFP for City Manager Recruitment  
HR Director Lee explained the informal solicitation for quotes process which could begin once Mr. Clyne started work.

The Council discussed:

- Establishing a timeline.
- Elements to the solicitation.
- Wait for City Manager Pro Tem to start the process.

4.

Council Committee Reports

Councilor Yarnell Hollamon reported on the Visit Newberg Committee. Councilor Johnson reported on the Parkway Committee. Councilor Findley reported on the Visioning Committee and on the Cultural District Board.

There was discussion regarding options for the tree lighting event.


Mayor Rogers reported on the Newberg Downtown Coalition and Chehalem Valley Chamber of Commerce.

There was discussion regarding the League of Oregon Cities Conference in September.

Meeting adjourned at 8:45 p.m.

**ATTEST:**

  
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Rick Rogers, Mayor

  
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Sue Ryan, City Recorder