
**City of Newberg
City Council
September 16, 2019**

WORK SESSION

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

Councilors Present: Mayor Rick Rogers, Councilors: Elise Yarnell Hollamon, Stephanie Findley, Denise Bacon, Mike Corey, and Elizabeth Curtis Gemeroy. Councilor Patrick Johnson arrived at 6:41 p.m.

Staff Present: City Manager Pro Tem David Clyne, City Attorney Truman Stone, City Recorder Sue Ryan, Public Works Director Jay Harris, Public Works Maintenance Superintendent Russ Thomas, Police Chief Brian Casey, Information Technology Director Dave Brooks, CDD Doug Rux, Captain Jeff Kosmicki, Public Works Maintenance Supervisor Russ Thomas, Assistant Finance Director Caleb Lippard, Library Director Will Worthey.

Weather Event Followup: PWD Harris and PWM Thomas talked about the staff response to the recent weather event with flooding in the City.

See-Click-Fix presentation: PWM Thomas explained Cartegraph, a customer reporting portal that created staff work orders, See-Click-Fix, that tracked citizen' service requests. This was an engagement tool that helped the City hear about issues from citizens and fix them. It also provided a map of all the things that had been reported and their status.

Discussion: There was discussion on how it would help staff prioritize work, and how the system functioned. It had reporting capabilities, could be connected to 9-1-1 for emergency level items, and provide accountability to the public.

Financial Statements: Assistant Finance Director Caleb Lippard said the General Fund was about \$480,000 higher than anticipated for the ending fund balance to start the new fiscal year.

CITY MANAGER'S REPORT:

CMPT Clyne handed out the revised timeline for the City Manager recruitment process. Meetings with the community had been added especially targeting stakeholders, youth, and the Latino community to review the job profile under development. The profile would come

to Council in October for approval. He reviewed the timeline for advertising, interviews, and selection of a final candidate.

Councilor Yarnell Hollamon reported on Visit Newberg and how the marketing firm fell through. She also reported on the last Housing Solutions meeting. Councilor Johnson reported on how he was working on Bypass issues with legislators before the legislative session began. Mayor Rogers reported on the Downtown Coalition and the interim person coming in.

BUSINESS SESSION

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

Meeting called to order at 7:00 p.m.

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

Staff Present: City Manager Pro Tem David Clyne, City Attorney Truman Stone, City Recorder Sue Ryan, Public Works Director Jay Harris, CDD Director Doug Rux, IT Director Dave Brooks, Police Chief Brian Casey, Library Director Will Worthey, Human Resources Director Anna Lee.

PRESENTATIONS: Mayor Rogers presented Jan Burrows and Martha Burrell from the Champoege Chapter of the Daughters of the American Revolution with a proclamation for Constitution Week September 17-23, 2019.

PUBLIC COMMENTS:

Mayor Rogers asked for any comments on the public comment submitted by Robert Soppe on Council Rules. Mr. Soppe had an issue with when public comments could be submitted based on when the agenda was posted. There was discussion on how it could be addressed. There was consensus to bring the Council Rules back as a Work Session item.

ACTION ITEMS- Consent Calendar

1. a) Resolution 2019-3594, A Resolution approving the updated City of Newberg Employee Handbook 2019 Appendix I – Longevity Pay.
- b) Resolution 2019-3598, A Resolution authorizing the City Manager Pro Tem to appoint recommended candidates to positions [Dawn Nelson – Accounting Clerk II, Karen Tarmichael – Project Specialist].

Action: Approved consent calendar items as presented.
Motion: Councilor Corey
Second: Councilor Johnson
Vote: 7 Yes, 0 No.

PUBLIC HEARINGS: Administrative

1. Resolution 2019-3596, Riverfront Master Plan

Mayor Rogers opened the public hearing. He called for abstentions or conflicts of interest. There were none.

Staff Report: Senior Planner Cheryl Caines presented. This was a request to accept the finalized Riverfront Master Plan. She discussed the project schedule, vision statement, existing conditions and infrastructure, inspiration from other cities, public input, key concepts, design alternatives, preferred Alternative E, action plan and implementation strategy, and artist rendering of full implementation. She then discussed the rezoning of properties, Comprehensive Plan and Code updates, and improvement projects that would need to be completed to implement the plan as well as next steps.

She reviewed the public comments submitted by Robert Soppe on continuation of East 14th Street. He thought the road should be moved further down to allow more access to the bluff for trails and views. After meeting with ODOT Rail Division on site, they found that 14th was as close as a street could be to the rail crossing. In the master plan it showed a cross section with a multi-use pathway, landscape strip, road, and another landscape strip and sidewalk. On his comments for reconfiguring S River Street north of the Bypass so the bike lanes would combine with the sidewalk to make a mixed use path. There were three alternatives for cross sections of River Street in the plan including a proposed cross section with a multi-use bike path.

There was an email from Councilor Curtis Gemeroy who asked about a site on Waterfront Street. It currently had a subdivision approval for single family detached homes under medium density residential. Because the property owner requested it and had approval to do that type of development, it was changed to MDR.

Discussion: There was discussion on how to change the plan, the loss of R-3, the impact of the WestRock (closed former paper mill), and the cost of infrastructure costs to improve the property.

SP Caines explained an applicant could apply to change the Riverfront Master Plan. It would require them to go through an administrative hearing process. CDD Rux said this was the community's desired vision for the site but if the property owner wanted to do something different, they would have to make an application and go through the process. In WestRock's real estate flier, they had a copy of Alternative E.

Action: Approved Resolution 2019-3596, A Resolution accepting the Newberg Riverfront Master Plan as a guiding document for future planning efforts and investments.

Declaration: Councilor Bacon had a potential conflict because her home could fall inside that boundary.

Motion: Councilor Curtis Gemeroy
Second: Councilor Corey
Vote: 7 Yes, 0 No.

NEW BUSINESS:

1. Redundant Water Supply

Staff Report: City Engineer said the City only had one source of water and if something happened to one of the systems, there was not a redundant supply in the treatment train for the Water Treatment Plant. This made the City at risk during power outages, seismic events, and flooding. There were regional opportunities for redundant supply of water.

CE Hofmann said the subcommittee recommended to use the current winter average day demand of 2 million gallons per day and the 50 year projected winter average day demand of 8 million gallons per day as the preliminary level of service goals to reach.

They also recommended looking into local and regional water rights owners to investigate feasibility of using and/or acquiring water rights. A public engagement process would be initiated to educate citizens on the City's water vulnerabilities.

Discussion: There was a discussion on emergency preparedness, that some projects were eligible for SDCs (44 %), the balance between growth and rates to fund the projects.

CE Hofmann said there was built into the current rates and model \$3.6 million for water redundancy. She said the next phase would include investigation of the options and public outreach. She would come back to the Council in March to finalize the strategy.

Action: Motion to use the current winter average day water demand of 2 million gallons per day and the 50 year projected winter average day water demand of 8 million gallons per day as preliminary level of service goal ranges to evaluate potential redundant water supply options.

Motion: Councilor Johnson
Second: Councilor Yarnell Hollamon
Vote: 7 Yes, 0 No

Action: Motion to direct staff to reach out to potential local and regional water rights owners to investigate the feasibility of using and/or acquiring water rights to meet the City's long term redundant water supply strategy.

Motion: Councilor Johnson
Second: Councilor Curtis Gemeroy
Vote: 7 Yes, 0 No

Action: Direct staff to initiate a public engagement process to educate the City's citizens and water customers on vulnerabilities of its water supply system and to better understand the community's values with respect to mitigating these vulnerabilities.

Motion: Councilor Johnson
Second: Councilor Curtis Gemeroy
Vote: 7 Yes, 0 No.

2. Resolution 2019-3600, TAC grant for EOA

Staff Report: SP Caines said this was a request for a grant to update the City's Economic Opportunity Analysis needed for the Urban Growth Boundary expansion.

Action: Approved Resolution 2019-3600, A Resolution authorizing the Community Development Director to apply for a DLCD Technical Assistance Grant for an Economic Opportunity Analysis and authorizing the City Manager Pro Tem to execute all grant award contract documents.

Motion: Councilor Johnson
Second: Councilor Yarnell Hollamon
Vote: 7 Yes, 0 No.

3. Resolution 2019-3601, HB 2001 Grant

Staff Report: Assistant Planner Keisha Owens said this grant was to help the City implement House Bill 2001 which would allow duplexes, triplexes, cottage style developments, and townhomes in low density residential zones.

Action: Approved Resolution 2019-3601, A Resolution authorizing the Community Development Director to apply for a DLCD Technical Assistance Grant for House Bill 2001 and authorizing the City Manager Pro Tem to execute all grant award contract documents.

Motion: Councilor Yarnell Hollamon
Second: Councilor Curtis Gemeroy
Vote: 7 Yes, 0 No.

4. Resolution 2019-3602, Police Chief retirement

Staff Report: CMPT Clyne said this was an agreement for interim Police Chief services beginning January 1, 2020. The current Police Chief was retiring on December 31, 2019. This would give the new City Manager time before recruiting for the position.

Action: Approved Resolution 2019-3602, A Resolution to enter into an employment agreement with Brian Casey for Police Chief services.

Motion: Councilor Yarnell Hollamon
Second: Councilor Findley
Vote: 5 Yes, 2 No [Corey, Curtis Gemeroy]

5. Resolution 2019-3599, Yamhill County IGA

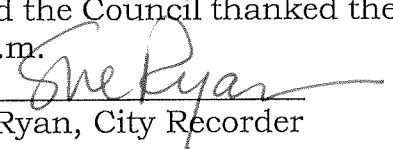
Staff Report: PWM Superintendent Thomas said this was an Intergovernmental Agreement with the County for the Work Crew program. It would allow inmates to meet court requirements and assist with storm detention facility maintenance, removal of noxious weeds, and Water and Wastewater Treatment Plant grounds maintenance.

Discussion: There was discussion on minimum wage compensation for the workers. The Council asked to have someone from Yamhill County to come talk about the program. PWM Superintendent Thomas said if they were to hire temporary employees it would cost \$800 a day plus provided tools and supervision.

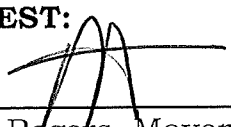
COUNCIL BUSINESS:

Councilor Corey said his family was moving to Tualatin by the first of October. He had to vacate his Council position at the next Council meeting. City Attorney Truman Stone read Section 32 of the Charter on vacancies.

Issue Tracker: Councilor Curtis Gemeroy asked for a sidewalks update on ADA compliance. Councilor Johnson planned to pass out a letter on the Bypass promoting the need for funding at the LOC Conference next week. The Christmas Tree event was planned for December 7th. There was discussion on recent police calls and the Council thanked the Police Department for their response. Meeting adjourned at 8:54 p.m.


Sue Ryan, City Recorder

ATTEST:


Rick Rogers, Mayor