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**City of Newberg  
City Council  
October 21, 2019**

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**WORK SESSION**

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

Councilors Present: Mayor Rick Rogers, Councilors: Elise Yarnell Hollamon, Stephanie Findley, Denise Bacon, Elizabeth Curtis Gemeroy, and Patrick Johnson. District 5 Seat Vacant.

Staff Present: City Manager Pro Tem David Clyne, City Attorney Truman Stone, City Recorder Sue Ryan, Finance Director Matt Zook, Community Development Director Doug Rux, Information Technology Director Dave Brooks, Police Captain Jeff Kosmicki,

**City Manager Recruitment Update** – CMPT Clyne reported 8 applicants to date with some current City Managers in the mix. They were continuing to promote the recruitment.

**A NewBERG Community Visioning Presentation –**

Staff Report: Community Development Director Rux presented. He discussed the implementation options which included:

1. Community Engagement Specialist – recent new hire
2. Add new Associate Planner position
3. Contractor
4. Lead partners
5. Don't implement

Components included Urban Growth Boundary expansion, Economic Opportunities Analysis, Downtown Master Plan, Affordable Housing, Public Lands Inventory, Urban Renewal, Construction Excise Tax. They had discussed a Community Visioning Commission to oversee work. He explained the fiscal impacts and potential costs of the options.

Discussion: The Council discussed:

- Option 2 and how the new position could work on affordable housing initiatives and community engagement and possibly Urban Renewal.

- Responsibilities of a Community Engagement Specialist including media, social media, assisting departments with engagement needs largely Community Development, and engaging with public media. They would do positive messaging for the City. The work on a day to day basis was still to be determined. Executive team to discuss.
- How contracted services would work and how the cost would be comparable to hiring an Associate Planner and what would be included in the work.
- Council's goal setting would be discussed at the first meeting in February. It should be a facilitated discussion where the Council could devote a Saturday to it. The budgeting process started internally in January, meetings began in April.
- First steps in implementing the visioning would be meeting with the lead partners and supportive partners across the five topic areas in the first five years.
- They needed to build on the momentum of the plan and not wait for the next budget cycle. Suggestion to have a mid-year look at the budget as a Council and see where they were at and set priorities. They could use the limited resources they had in the most efficient way possible. This could be at a Work Session or Subcommittee to lay out a plan for the rest of the year.
- Suggestion for the Community Engagement Specialist to start working on it right away and give an idea of how much time it would take for one person.
- Moving up the goal setting on the calendar.
- Including the new City Manager and new City Councilor in that process.

#### **CITY MANAGER'S REPORT:**

CMPT Clyne reported on City activities including the Community Engagement Specialist debut on Nov. 12th, creating a resolution for succession, Patton case appeal last week – CIS would also be auditing the City's human resource practices and how they could improve. He discussed the chain of command, and encouraged the Council to redirect employee comments back to the City Manager because it was inappropriate for Council to get involved in personnel matters.

#### **COUNCIL BUSINESS:**

Council Committee Reports:

Councilor Yarnell Hollamon reported on Visit Newberg and their projects. She met with the YCAP Executive Director who was getting to know the community. The Newberg Housing Solutions Group was coming up with creative ideas around housing. She thanked the Police Department for putting on a mental health training at Providence to familiarize staff on what law enforcement could and could not do in those scenarios.

Councilor Johnson reported on Parkway committee legislative work.

Councilor Findley stated there would be a Cultural District annual neighborhood meeting in January. They were supposed to hold the meeting in October, so there would be two meetings in 2020.

Councilor Curtis Gerneroy and Councilor Johnson met with Waste Management to talk about suggested improvements. The company would do some research and meet with city staff. There was discussion on a sustainability audit.

**Issue Tracker:**

There was discussion on the Newberg flag design by Dane Findley. The meeting was adjourned at 6:52 p.m.

**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, Elise Yarnell Hollamon, and Patrick Johnson. District 5 Seat Vacant.

Staff Present: City Manager Pro Tem David Clyne, City Attorney Truman Stone, City Recorder Sue Ryan, Community Development Director Doug Rux, Senior Planner Cheryl Caines, Senior Engineer Paul Chiu, Captain Jeff Kosmicki, Information Technology Director Dave Brooks, Finance Director Matt Zook, Assistant Finance Director Caleb Lippard, Senior Accountant Dan Keuler, and Police Support Services Mary Newell.

**PRESENTATIONS:**

Proclamation in recognition of Pam Young whom was retiring after 22 years. Finance Director Zook said it had been an honor to work with Ms. Young.

Visit Newberg Quarterly Report – Leslie Caldwell, Director, reviewed their mission, and setting up the organizational structure. Current work included: Business Plan goals, Branding, advertising, and partnerships. She discussed how she was working on bringing groups to the area. There was discussion on using a new design for the Newberg City flag into the branding work.

**PUBLIC COMMENTS:**

Brandy Crockett spoke about the Elliott Road improvement project. She had safety concerns about widening the road to 60 feet encouraging more traffic and speeding on the street. She suggested using the sidewalk and bike lane to narrow the look of the road and not put in a greenspace on the west side of the road.

Rebecca Wallis, discussed a possible break in of employee files discussed on social media and how city administration might be concealing information. She asked that the Council advocate for transparency, fairness, integrity, and courage to rectify this situation.

## **ACTION ITEMS- Consent Calendar**

1. a) Resolution 2019-3605, A Resolution to authorize the City Manager Pro Tem to enter into a professional services agreement with HDR Engineering, Inc. to complete the design of the City's Oxidation Ditch No. 1 Rehabilitation Project.

b) Resolution 2019-3610, A Resolution authorizing the City Manager Pro Tem to appoint recommended candidates to positions [Alison Seiler, Project Specialist – part time; Miles T. Franzoni, Library Assistant – on call; Brianna Solberg, Engineering Intern – part time; Jennifer Valdez, Administrative Support Coordinator].

Action: Approved consent calendar items as presented.  
Motion: Councilor Curtis Gerneroy  
Second: Councilor Johnson  
Vote: 6 Yes, 0 No.

## **NEW BUSINESS:**

1. Resolution 2019-3611, Initiation of Comp Plan amendment

Staff Report: CDD Rux said this resolution would initiate a Comprehensive Plan amendment to include the updated Water Management and Conservation Plan.

Action: Approved Resolution 2019-3611, A Resolution initiating a comprehensive plan text amendment for the Water Management and Conservation Plan.

Motion: Councilor Findley  
Second: Councilor Curtis Gerneroy  
Vote: 6 Yes, 0 No.

2. Resolution 2019-3609, Initiation of street vacation

Staff Report: Senior Planner Caines said the City received a request to vacate a portion of N Center Street to allow greater flexibility for the development of the adjacent properties east of N Center Street as a second phase of the University Village for Friendsview.

Action: Approved Resolution 2019-3609, A Resolution initiating the vacation of the N Center Street right-of-way north of E Fulton Street, and requiring public notice and a public hearing on the proposed vacation.

Motion: Councilor Curtis Gerneroy  
Second: Councilor Findley  
Vote: 6 Yes, 0 No.

**COUNCIL BUSINESS:**

Issue Tracker: Discussion on issue tracker and how it worked.


Councilor Yarnell Hollamon asked to add the concerns raised tonight.

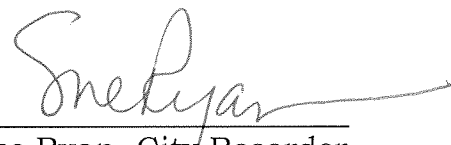
CMPT Clyne repeated caution about the Council limits in the Charter regarding employees.

Councilor Yarnell Hollamon said the Council's priority was hiring the right City Manager.

Mayor Rogers said they would keep looking until they found the right City Manager. The Council was concerned about all that was going on and they would do all they could within the parameters of the Charter.

Meeting adjourned at 7:55 p.m.

**ATTEST:**  
  
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Rick Rogers, Mayor

  
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Sue Ryan, City Recorder

