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**City of Newberg
City Council
November 16, 2020**

Meeting held electronically due to COVID-19 pandemic

WORK SESSION – Joint meeting with Newberg Planning Commission

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

Councilors Present: Mayor Rick Rogers, Councilors: Denise Bacon, Elise Yarnell Hollamon, Stephanie Findley, Julia Martinez Plancarte, and Bryce Coefield.

Councilors Absent: District 5 seat vacant

Planning Commissioners
Present: Jason Dale, Robert Sherry, Jenna Morris, and Colin Bolek.

Staff Present: City Manager Dan Weinheimer, City Recorder Sue Ryan, Community Development Director Doug Rux, Engineer Brett Musick, and Finance Director Matt Zook.

WORK SESSION:

Transportation System Plan Technical Update with Planning Commission:

Engineer Musick introduced the topic. Matthew Bell, Kittelson and Associates, gave the presentation. He explained the purpose for the TSP update, the area included in the update, recommended projects to support walking and bike riding, recommended new streets and intersection changes, and next steps.

Discussion: How projects were funded.

Mayor Rogers clarified SDCs were based on a block of projects that were put in the queue. It was important to the dollar value they were charging people to start or move a business in this community. He asked about the relationship between the TSP projects and Urban Renewal. CDD Rux explained some of the projects could potentially be funded through Urban Renewal such as River, Blaine, and Wynooski Streets. Mayor Rogers asked what likely to be funded meant. Engineer Musick said those were the projects they anticipated would be added to the Capital Improvement Plan. They were reasonable to accomplish instead of aspirational. Mayor Rogers asked what the increase in projects would do to the Transportation SDCs. Engineer Musick said that was part of the direction needed from

Council, should staff move forward with identifying that or stay where they were and only add the projects.

CDD Rux said if they added the likely to be funded projects, did they want staff to start running the numbers. There would be a list in January of what projects could be funded by Urban Renewal. The TSP would come back to Council in February as a public hearing. They could also remove some of the existing projects in the TSP and replace them with the new Riverfront TSP projects. Councilor Findley asked if any of the options included adding purple pipe for landscaping. Engineer Musick said these were transportation projects and the purple pipe was a wastewater project to bring the pipes into this area.

Student Commissioner Bolek asked if they could organize the likely to be funded projects to make the use of funds more efficient and prioritize what needed to be accomplished first.

Mr. Bell said they had been looking at the overall costs and impacts, not priorities yet. They could go through that process if that was Council's direction. CDD Rux said if Urban Renewal was adopted, they might need to adjust the TSP and move some of the items on the aspirational and likely to be funded lists. Mayor Rogers said the SDC pool was not an unlimited resource to tap. They could only increase the SDCs so much before it began to hinder business development. They had to be careful how much was added to it.

CITY MANAGER'S REPORT:

City Manager Dan Weinheimer reported on the state's pause regarding the COVID-19 pandemic, curbside and electronic book services at the Library, online Court, federal CARES Act funded projects and changes to work spaces, meetings with Visit McMinnville, Stable Table, and new Mill owner, available positions in Public Works and the Police Department, Human Resources policies related to COVID-19, Communications Plan, TLT funds, Memorial Park sidewalks, power washing of downtown streets, See Click Fix issues, Sidewalk Program, Safe Routes to School grant for Edwards Elementary, Zoom Room at the Police Department, cleaning the settling basins, compost sales continuing to be strong, and police grant for a Peer Support Team.

There was discussion regarding advertising See Click Fix, timeline for Project Oasis and the daycare feasibility study, Diversity, Equity, and Inclusion in job recruitments, and business relief for the COVID-19 pause.

BUSINESS SESSION:

Councilors Present: Mayor Rick Rogers, Councilors: Denise Bacon, Bryce Coefield, Stephanie Findley, Elise Yarnell Hollamon, and Julia Martinez Plancarte.

Councilors Absent: District 5 seat vacant

Staff Present: City Manager Dan Weinheimer, City Recorder Sue Ryan, Community Development Director Doug Rux, City Engineer Kaaren Hofmann, and Economic Health Manager Shannon Buckmaster.

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

PRESENTATIONS:

Leslie Caldwell from Taste Newberg presented the Fall 2020 Q1 Quarterly Report for July 2020-September 2020. She discussed the current Board of Directors, updates to their website, online analytics, social media, newsletters, photography and videography, public relations, media mentions, grow leisure visitor volume and overnight stays, partnerships, collaboration, and marketing support, and fiscal year 2020-21 budget. The Council asked questions about COVID-19 and the effect on the Transient Lodging Tax, use of carryover funds, and other funding streams.

Mayor Rogers read the proclamation declaring November 28, 2020 as Small Business Saturday in Newberg. Josh Duder, Executive Director of the Chamber of Commerce, accepted the proclamation.

COUNCIL APPOINTMENTS:

Action:	To ratify the Mayor's appointment of members to an Ad Hoc Stormwater, Wastewater, and Water Citizens Advisory Committee for a term of November 2020 to March 2021 adding Councilor Denise Bacon to the list in the packet as the Council liaison.
Motion:	Councilor Findley
Second:	Councilor Coefield
Vote:	6 Yes 0 No [District 5 seat vacant]

PUBLIC COMMENTS:

None

CONSENT CALENDAR:

Action:	To approve Resolution 2020-3708, A Resolution to extend a Declaration of a local state of emergency as a result of the COVID-19 pandemic amending Resolutions 2020-3657, 2020-3663, and 2020-3695.
Motion:	Councilor Findley
Second:	Councilor Yarnell Hollamon
Vote:	6 Yes 0 No [District 5 seat vacant]

CONTINUED BUSINESS:

1. Ordinance 2020-2868, Riverfront Master Plan Comp Plan changes, 2nd reading

CDD Rux said the Council held a public hearing November 2 and the first reading of Ordinance 2020-2868. It was requested by the new Mill site owners of to hold over the second reading. Since then staff met with the owners to explain the Riverfront Master Plan. They had no additional comments.

Mayor Rogers asked if there were any conflicts of interest or abstentions.

Councilor Bacon said she lived in the Riverfront Master Plan area. Mayor Rogers said he lived between the two legs of the area.

Action: Ordinance 2020-2868, An Ordinance amending the Newberg Comprehensive Plan and Map, and Newberg Municipal Code, Title 15 Development Code 15.05.110, Adoption of zoning map, 15.300-15.500 for regulations related to the Riverfront Master Plan, Appendix A and Appendix B to be read by title only.

Motion: Councilor Findley

Second: Councilor Coefield

Vote: 6 Yes 0 No [District 5 seat vacant]

2. NewBERG action plan annual report

CDD Rux gave the first annual report for the NewBERG Visioning Plan. He discussed the plan goals for community engagement, community leadership, cultural assets, economic development, and livability and development and the actions that had been taken over the past year. There was discussion regarding communications, and getting the word out about these actions.

3. Ordinance 2020-2860, Construction Excise Tax, 2nd reading

Mayor Rogers asked if there were any conflicts of interest or abstentions. Councilor Coefield said he worked at George Fox. Mayor Rogers said he worked for Habitat for Humanity.

CDD Rux said at the November 2 meeting there was a first reading, and public testimony taken on the ordinance. The Council gave feedback to staff, which was incorporated into the final version tonight. It included a sunset provision with a review at year 5 and public hearing at year 6. Additional public comments had been received. One issue raised was making installment payments; however, the legal opinion was that the City could not do installment payments. That provision was taken out of the ordinance. The tax would be collected when building permits were issued. No tax would be collected for affordable housing projects. The tax would be implemented no earlier than January 1, 2021.

Discussion: Mayor Rogers said seeking additional revenue during a pandemic was challenging, but this item had been in the works for many years. He would be voting in favor because it benefitted people most at risk in the community.

Action: Ordinance 2020-2860, An Ordinance establishing a Construction Excise Tax and creating Chapter 3.60 in the Newberg Municipal Code to be read by title only.

Motion: Councilor Findley

Second: Councilor Yarnell Hollamon

Vote: 6 Yes 0 No [District 5 seat vacant]

PUBLIC HEARINGS:

1. Ordinance 2020-2869, System Development Charges (SDCs)

Mayor Rogers opened the public hearing. He asked if there were any conflicts of interest or abstentions. Mayor Rogers said he worked for Habitat for Humanity.

City Engineer Hofmann presented the staff report. She said currently SDCs had to be paid at the time of connection or building permits were issued. This ordinance would change that requirement. SDCs for single family residences and duplexes would be collected at the time an installation inspection was requested, which was 75% in the building permit phase.

Public Comments: None

Mayor Rogers closed the public hearing.

Action: Waive second reading of Ordinance 2020-2869

Motion: Councilor Bacon

Second: Councilor Martinez Plancarte

Vote: 6 Yes 0 No [District 5 seat vacant]

Action: Ordinance 2020-2869, An Ordinance amending Chapter 13 of the Newberg Municipal Code to modify System Development Charge regulations to be read by title only.

Motion: Councilor Coefield

Second: Councilor Bacon

Vote: 6 Yes 0 No [District 5 seat vacant]

NEW BUSINESS:

Newberg Economic Development Strategy – COVID-19 priorities

CDD Rux and EHM Buckmaster said the Economic Development Strategy was updated in 2018. Due to COVID-19, the focus changed to business and workforce development. Community partners prioritized the best response to the pandemic, and for the economic recovery process. They focused on short term immediate needs as well as long term solutions. They were still tracking all of the elements and actions necessary to implement the strategy.

Mayor Rogers said the Council Goals of Diversity Equity and Inclusion (DEI) and Urban Renewal were highlighted, but not Customer Service. He asked which items were DEI sensitive. He asked whether there were resources to immediately help businesses now due to the most recent closures across the state. He would also like to track those businesses that were going out of business. Staff would look into the resources available to help businesses.

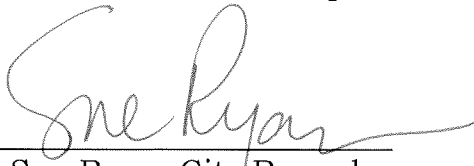
COUNCIL BUSINESS:

Councilor Bacon had heard that the Transportation SDCs were extremely high for businesses. She would like to look into possible changes because she did not want to lose businesses or not have businesses moving to Newberg because of it.

Councilor Yarnell Hollamon discussed the rise of COVID-19 cases in the Providence system. Elective surgeries were being put on hold and there was a testing shortage across the state. She encouraged everyone not to travel or congregate for Thanksgiving.

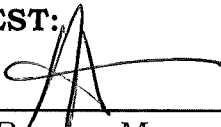
Mayor Rogers discussed Gladstone's Center for Children and Families. The potential for Project Oasis was great.

Meeting adjourned at 8:10 p.m.



Sue Ryan, City Recorder

ATTEST:



Rick Rogers, Mayor