



City Council Business Session
April 15, 2024 - 6:00 PM
Newberg Public Safety Building 401 E. Third Street
Denise Bacon Community Room
Hybrid Meeting
Online: <https://Us06web.Zoom.us/j/88152451907>
Phone: 1 669 444 9171 Webinar Id: 881 5245 1907

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PROCLAMATIONS AND AWARDS

4.A Hometown Hero Award- Pat Casey
[Hometown Hero Award 2024.0401 Pat Casey.docx](#)

5. CITY MANAGER'S REPORT

5.A CM report of February statistics
[CM_statistics_February_2024.pptx](#)

6. PUBLIC COMMENTS

7. REPORTS AND PRESENTATIONS

7.A Newberg-Dundee Police Department School Resource Officers
[School Resource Officer Update City Council April 2024.pptx](#)

7.B City Hall Recovery Update
[Council freeze flood recovery update 2024 4 15.pptx](#)

7.C Update for the West End/Mill District Comprehensive Plan & Zoning Amendment
(File No. DCA19-0008/CPMA19-0002/ZMA19-0002)
[CC Presentation - West End Mill District Update 4_15_24.pptx](#)

8. CONSENT CALENDAR

8.A Purchase of one (1) Water Recycler Combo Truck
[RCA Combo Truck 3-25-24.docx](#)

9. COUNCIL BUSINESS

10. EXECUTIVE SESSION

Held pursuant to ORS 192-660(2)(e).

11. ADJOURNMENT

ADA STATEMENT

Contact the City Recorder's Office for physical or language accommodations at least 2 business days before the meeting. Call (503) 537-1283 or email cityrecorder@newbergoregon.gov. For TTY services please dial 711.

City Council Agenda Item Report

Meeting Date: April 15, 2024

Submitted by: Rachel Thomas

Submitting Department: Mayor

Item Type: COUNCIL RCA-PROCLAMATION

Agenda Section:

Subject:

Hometown Hero Award- Pat Casey

Suggested Action:

Attachments:

[Hometown Hero Award 2024.0401 Pat Casey.docx](#)

REQUEST FOR COUNCIL ACTION



Date Action Requested: April 15th, 2024

Order ☐ Ordinance ☐ Resolution ☐ Motion ☐ Information ☐ Proclamation/Award	
Subject: Honoring the accomplishments of Pat Casey	Staff: Melissa Morris Department: City Recorder
	Order On Agenda: Proclamations/Awards

Is this item state mandated? Yes ☐ No

If yes, please cite the state house bill or order that necessitated this action:

Recommendation: Staff recommends that Council honors Newberg Native Citizen Pat Casey for his accomplishments and service to his community over the years with a Hometown Hero Award.

Executive Summary: With the announcement of his fourth Hall of Fame induction and the service to his community both in Newberg and the State of Oregon, Pat Casey has become a household name and role model to many. According to the Oregon State Athletics Department, Pat Casey is “One of the most influential sports figures in the state of Oregon and the Pacific Northwest, Casey has made Oregon State a national power.” (Pat Casey Bio, Oregon State University). His numerous accomplishments have not only shed a beautiful light on the City, but also have made an huge impact on the lives of those who live here.

Fiscal Impact: N/A

Council Goals: N/A

Pat Casey Biography

Pat Casey, raised in Newberg Oregon by parents Fred and Bev, is the 3rd of seven children. He is married to wife Susan, and they have four children together. He was a three-sport athlete while attending Newberg High School and went on to play baseball and basketball at the University of Portland. Casey played an eight-year minor league baseball career as a 1st baseman and outfielder, with the last few years at the AAA level. Upon his return to Newberg, he was asked within days if he was interested in coaching for George Fox University. The coaching job at George Fox paid very little, so, to support his growing family, Pat also worked as a night janitor at a pizza parlor. He worked hard to earn his real estate license to provide even more support for his family, all while also playing a season and a half of basketball for George Fox Bruins. Pat went on to have 6 winning seasons out of his 7 seasons at GFU.

After 7 Seasons at George Fox, Casey thought his coaching days were at an end; deciding to coach maybe one more season and place his focus on his real estate career and make some money. He was called by Jack Rainey who served as commissioner for the Pac-12 North and encouraged to apply for the OSU Head Coach position. Pat was convinced to apply and after hand delivering his resume to OSU officials he was soon chosen as one of the four finalists. With much support from OSU baseball and athletic staff and being the best candidate for the Coaching position Casey was chosen by the committee to be Oregon State's Head Baseball Coach.

During his 7 years at George Fox and 24 years at Oregon State, Pat Casey won 1071 games. He was pivotal in raising the money for the Goss stadium at OSU, giving players and spectators a beautiful and functional place to enjoy the game. During his time at OSU, Casey led the team to 3 national titles, and had over 20 players who have made an appearance at the major league level, over 30 at the professional level and over 100 OSU players were chosen in the MLB draft. He guided the OSU beavers to the College World Series six times and was named the winningest coach in Oregon State Athletics history.

According to the Oregon State Athletics Department, Pat Casey is "One of the most influential sports figures in the state of Oregon and the Pacific Northwest, Casey has made Oregon State a national power." (*Pat Casey Bio, Oregon State University*)

In his retirement Pat Casey started the Share Our Abundant Resources Foundation (SOAR). A non-profit that "...looks to provide assistance to charitable organizations, families and individuals that may only need a little help and a lot of hope that could change their lives for the better." (Soar4: website soarvision.org) Casey is also helping Canham raise funds for a \$6 million hitting facility that has begun construction beyond centerfield at Goss.

Accomplishment list:

- Member of 4 halls of fame-George Fox, University of Portland, Oregon State University and was inducted into the 2024 College Baseball Hall of Fame Class.
- Had his 2006 and 2007 Oregon State Team inducted into the Oregon Sports Hall of Fame.

- In 2009, Casey and his wife Susan were recipients of the Nell and John Wooden Coaching achievement award.
- 2010 Casey was named Coach of the Decade by Baseball America.
- Casey's squad was ranked as the No. 1 team in the nation for 10 consecutive weeks to end the regular season. Oregon State began that year ranked in the top 10 and rose to No. 1, ranked in this place by at least one publication for 12 straight rankings. OSU is the only team to ever be ranked for 10 straight weeks or more in the 58-year history of the collegiate baseball rankings.
- He was named the 2017 Pac-12 Coach of the Year and the National Coach of the Year by the National Collegiate Baseball Writers Association (NCBWA).
- "Casey became the 16th active coach with 1,000 or more wins at four-year schools when he reached the milestone May 12 at Oregon. Not only did he reach the milestone that night, but the Beavers won their fifth conference crown since 2005." (*Pat Casey Bio, Oregon State University*)
- Casey has been honored nationally multiple times, being named the National Coach of the Year in 2006, 2007, 2017 and 2018 and the Co-Coach of the Year in 2005.
- He was selected as the Pac-10's Coach of the Year in 2005, 2006 and 2011 and the Pac-12 Coach of the Year in 2013 and 2017.

City Council Agenda Item Report

Meeting Date: April 15, 2024

Submitted by: Will Worthey

Submitting Department: City Manager

Item Type: COUNCIL RCA PRESENTATION

Agenda Section:

Subject:

CM report of February statistics

Suggested Action:

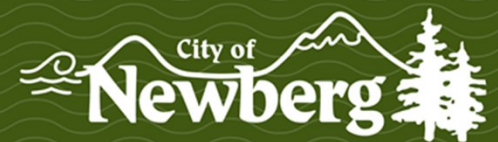
NA

Attachments:

[CM_statistics_February_2024.pptx](#)

Newberg CM report

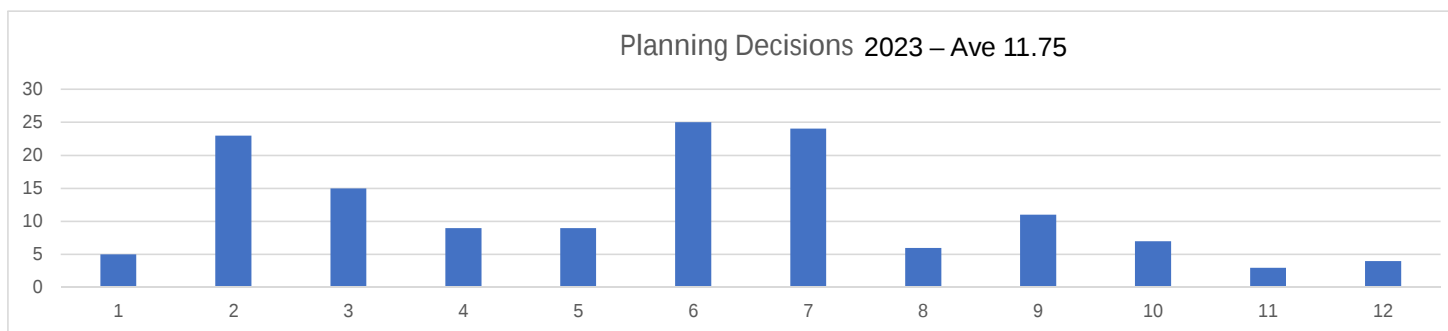
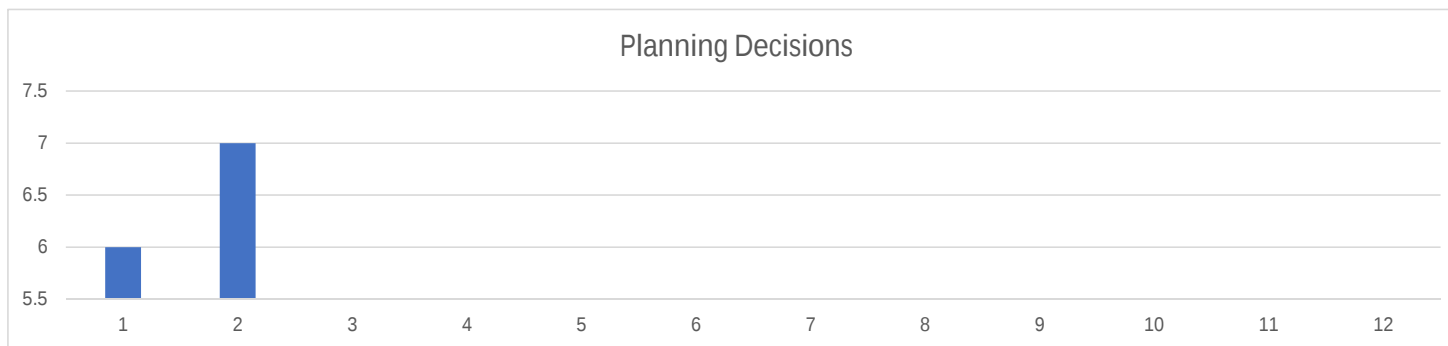
Monthly Statistics to the end of February 2024



Planning: combined planning decisions of all sorts*: 7

Average
2022

11.67

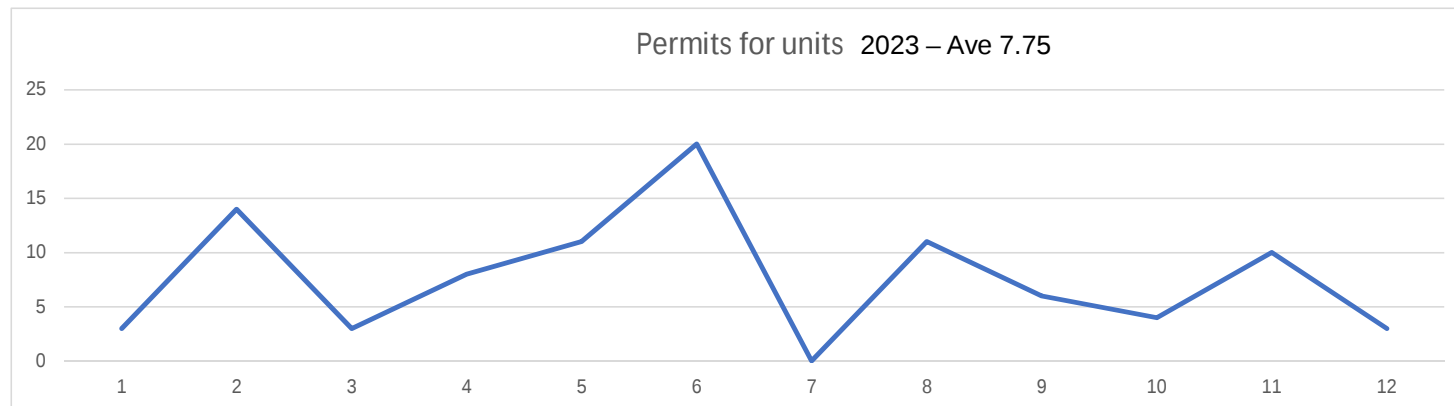
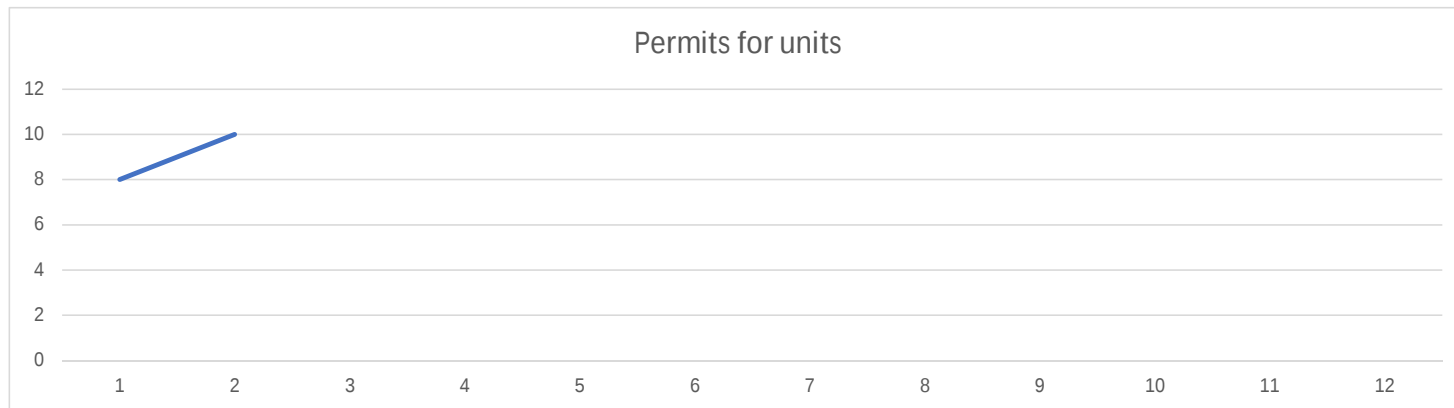


* Combined from the Director, Planning Commission and Council

Planning: building permits for housing units: 10

Average
2022

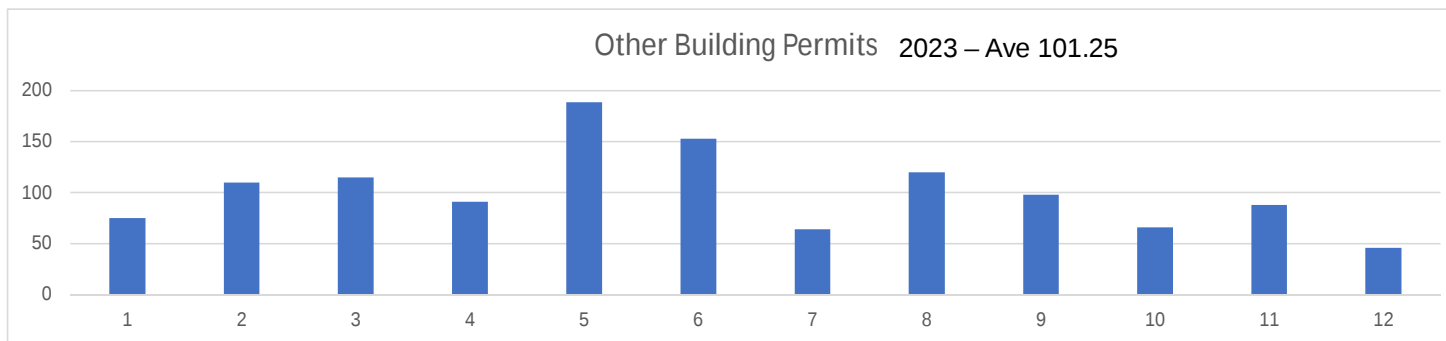
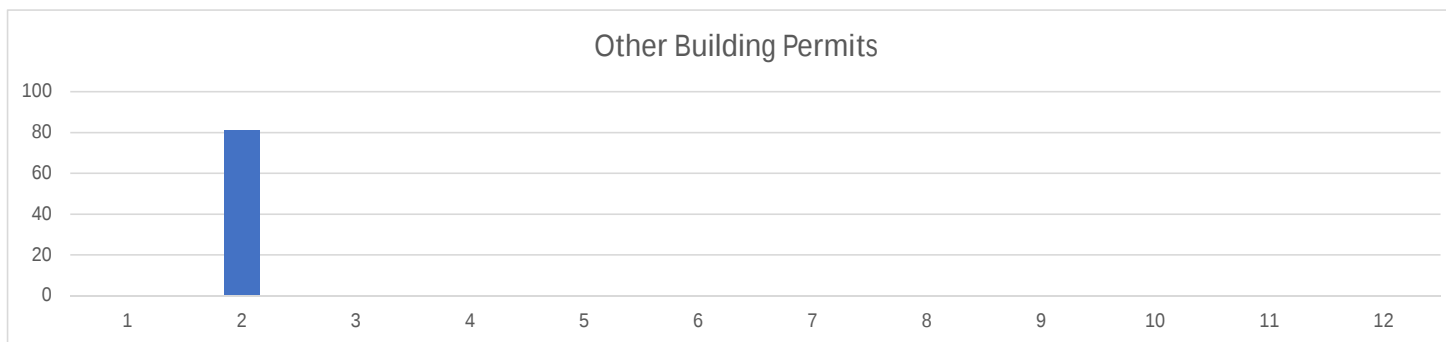
15



Planning: building permits other types: 81

Average
2022

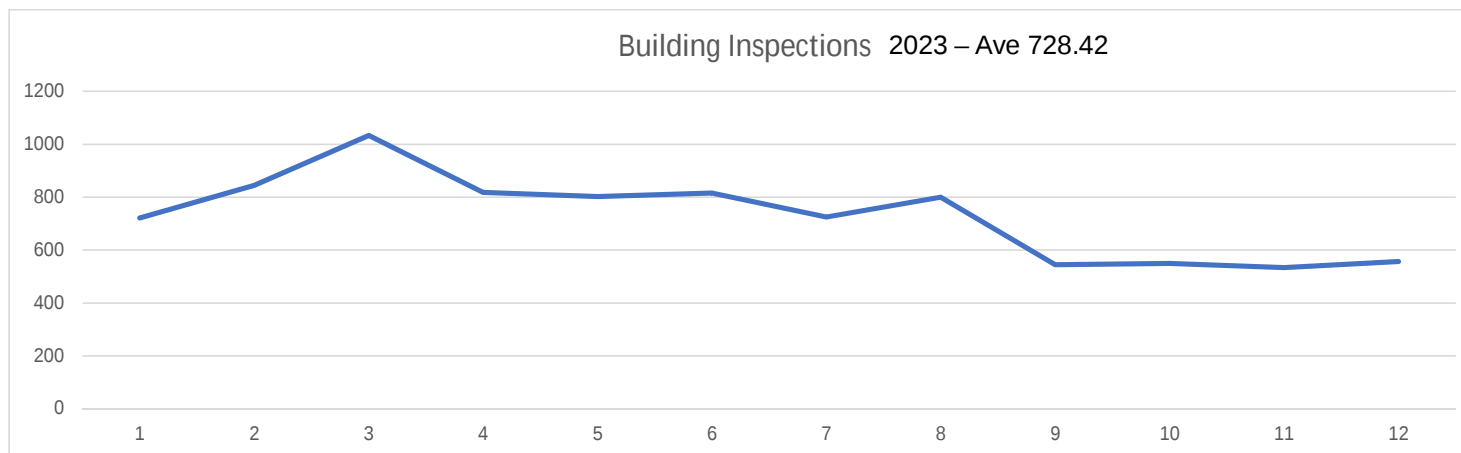
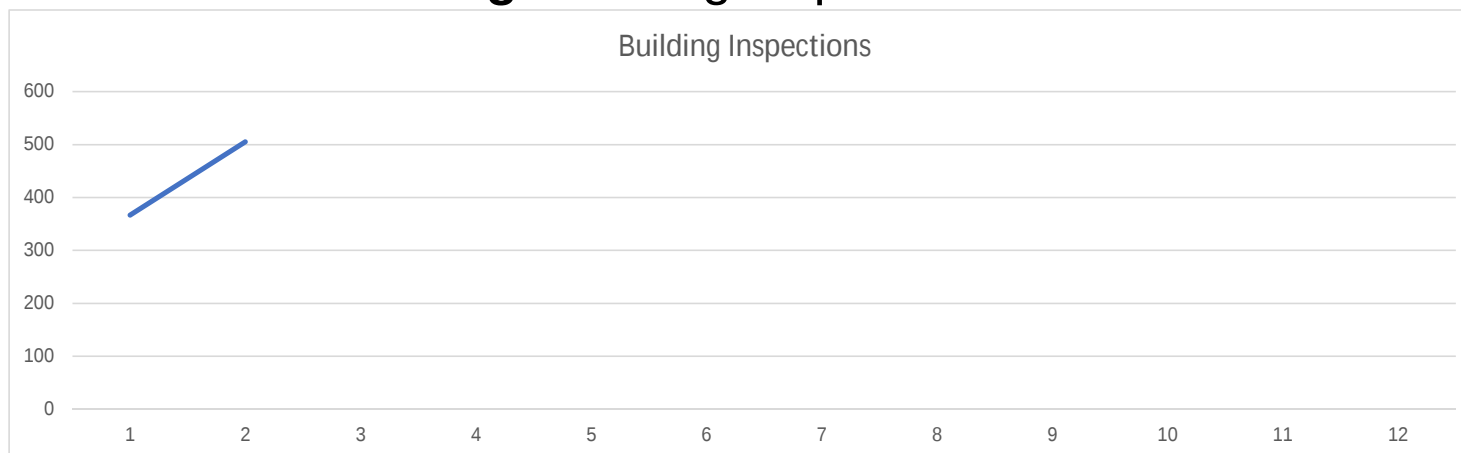
122



Planning: building inspections: 505

Average
2022

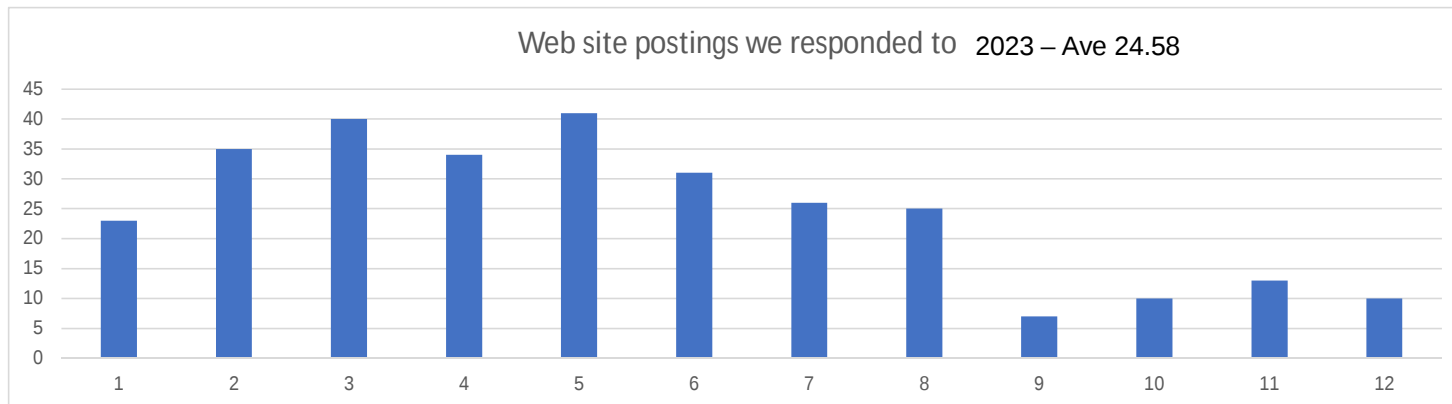
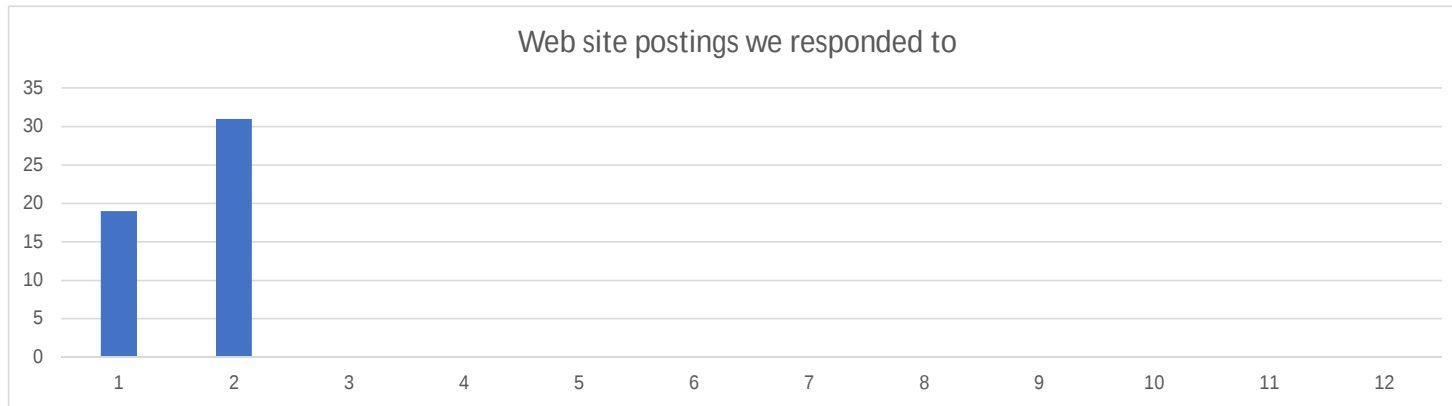
691



Community Engagement: submission forms through website: 31

Average
2022

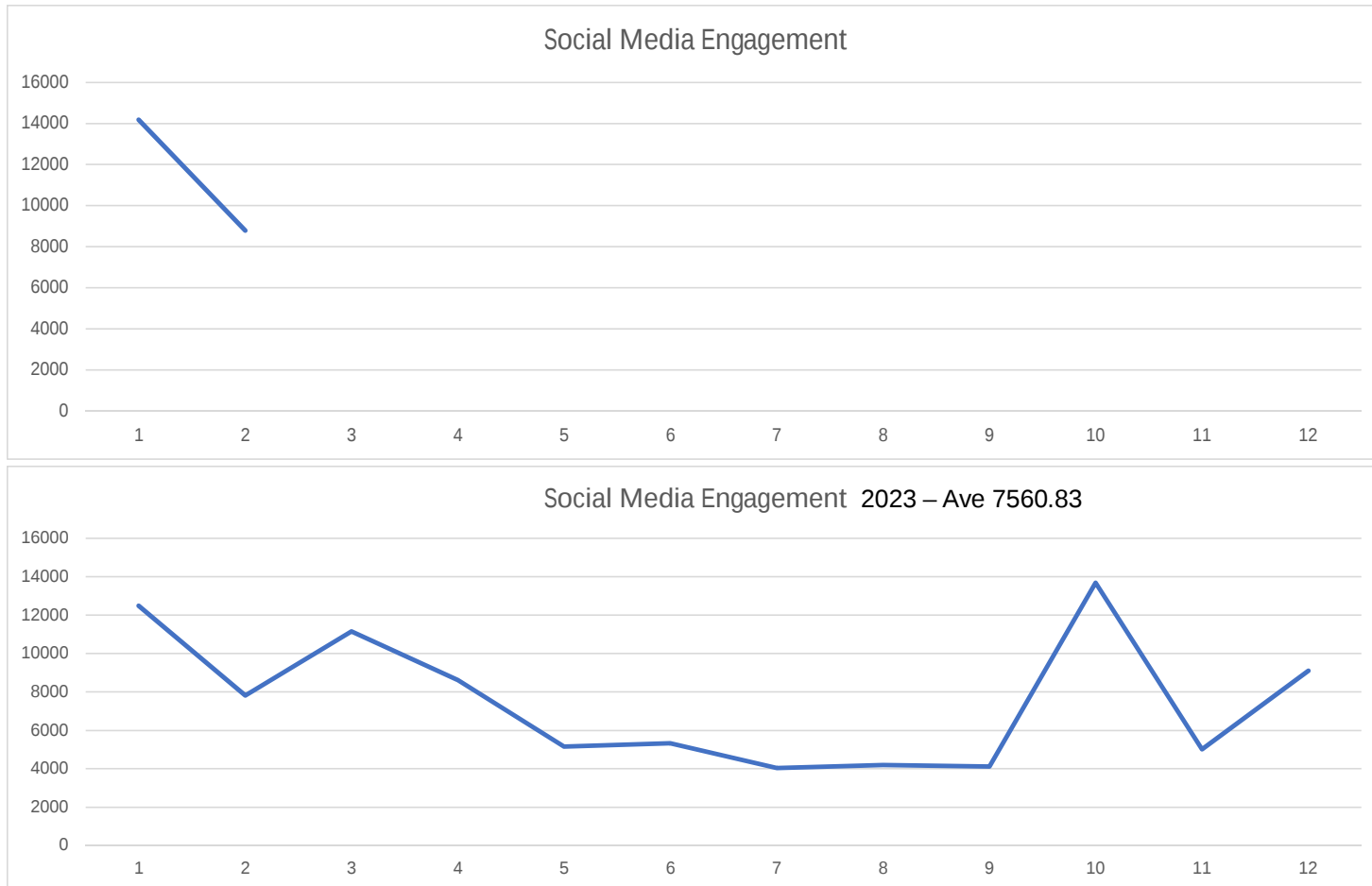
23



Community Engagement: social media engagement: 8,784

Average
2022

7942.5



Community Engagement: Socials followers Facebook 4,123, Other 612, LinkedIn 431

Average
2022

Facebook

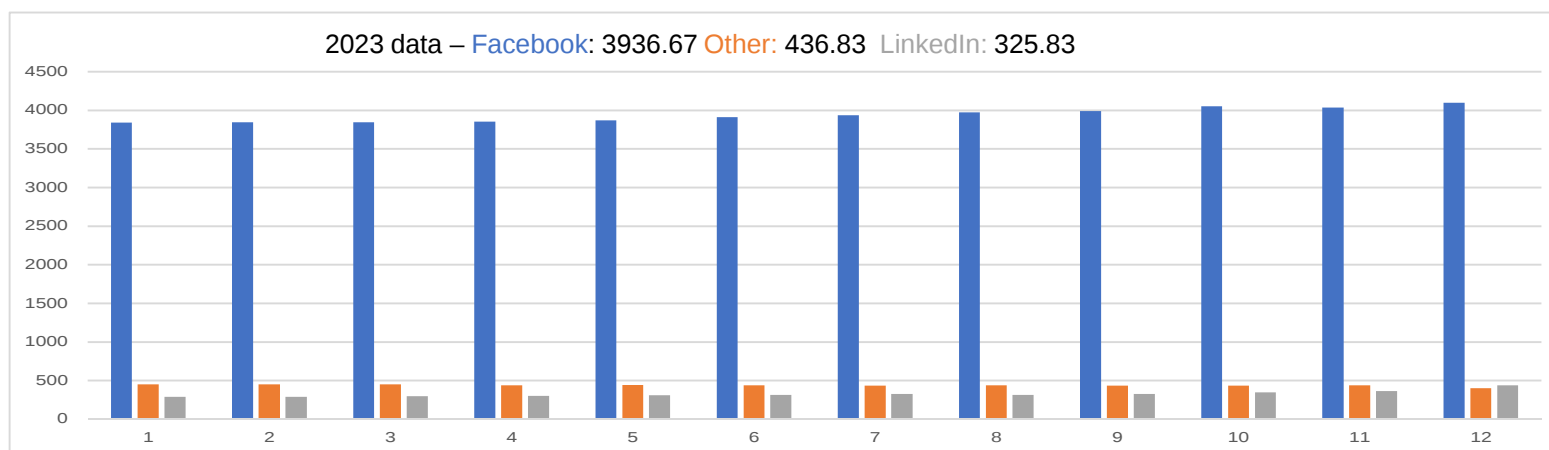
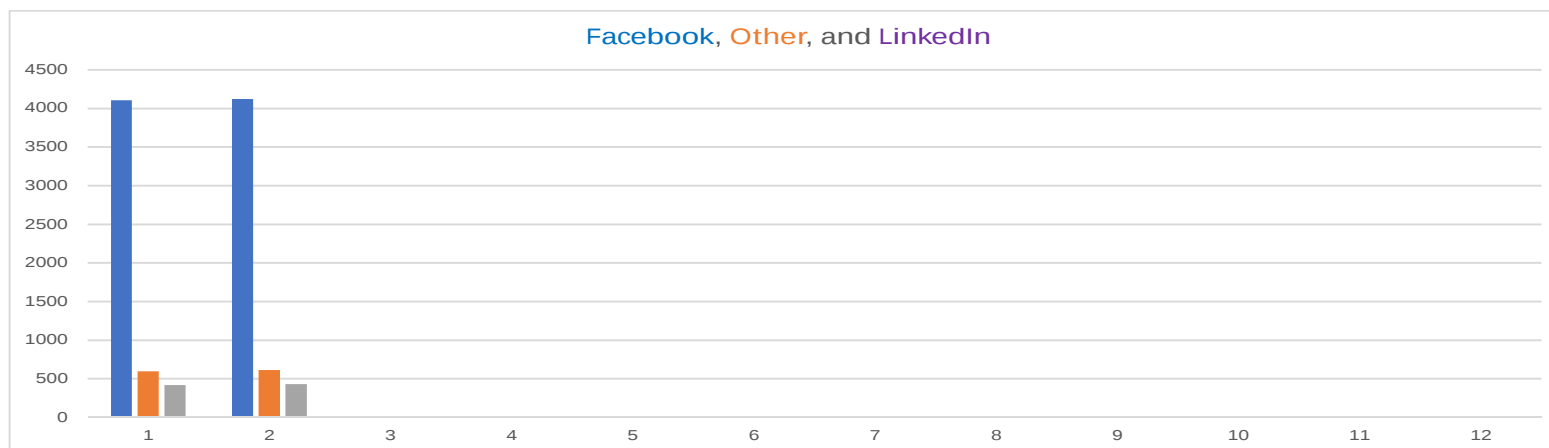
3746

Twitter

415

LinkedIn

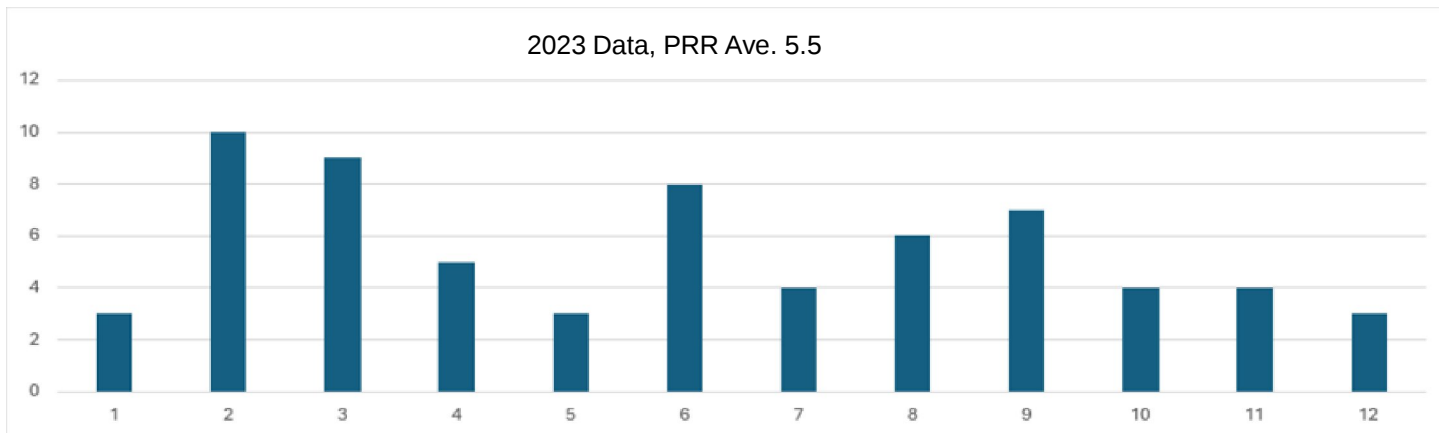
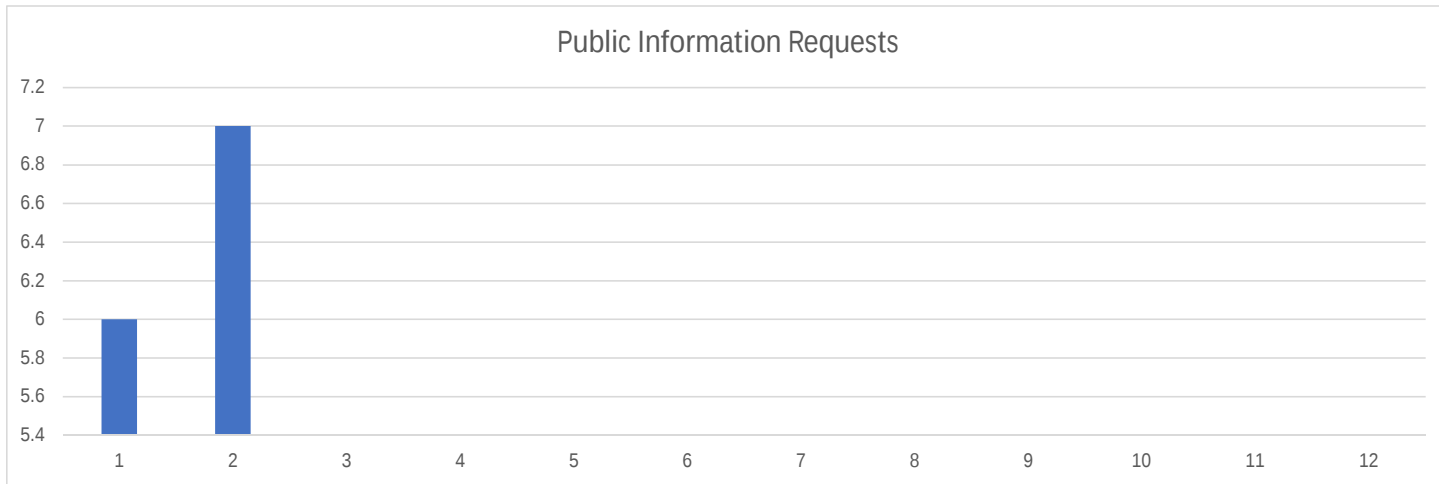
253.6



City Recorder: Public Records Requests: 7

Average
2022

4.5



Finance: \$2.1 M of payments to accounts payable & \$1.07 M of payroll

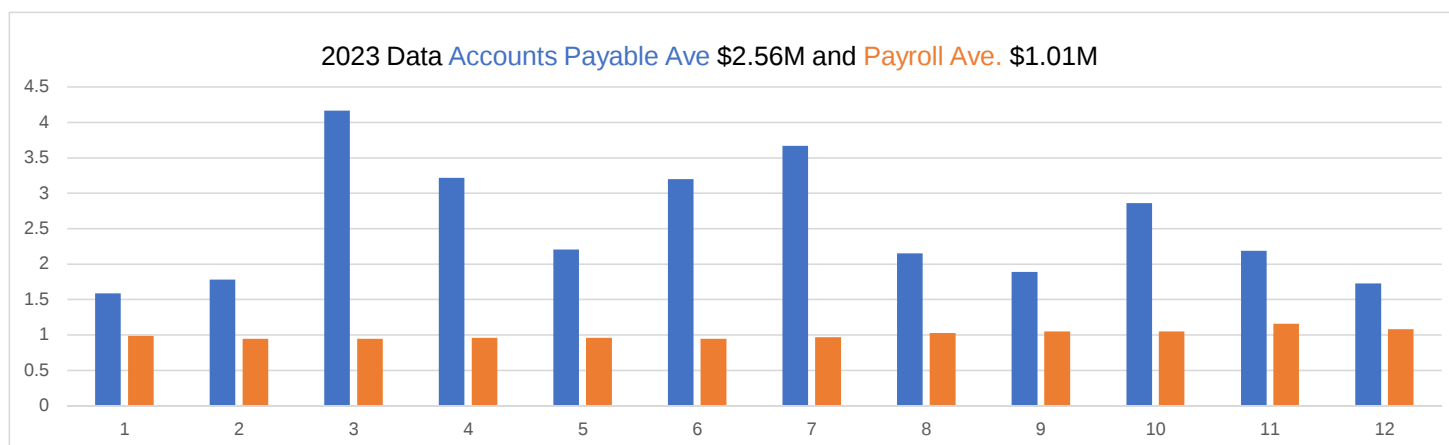
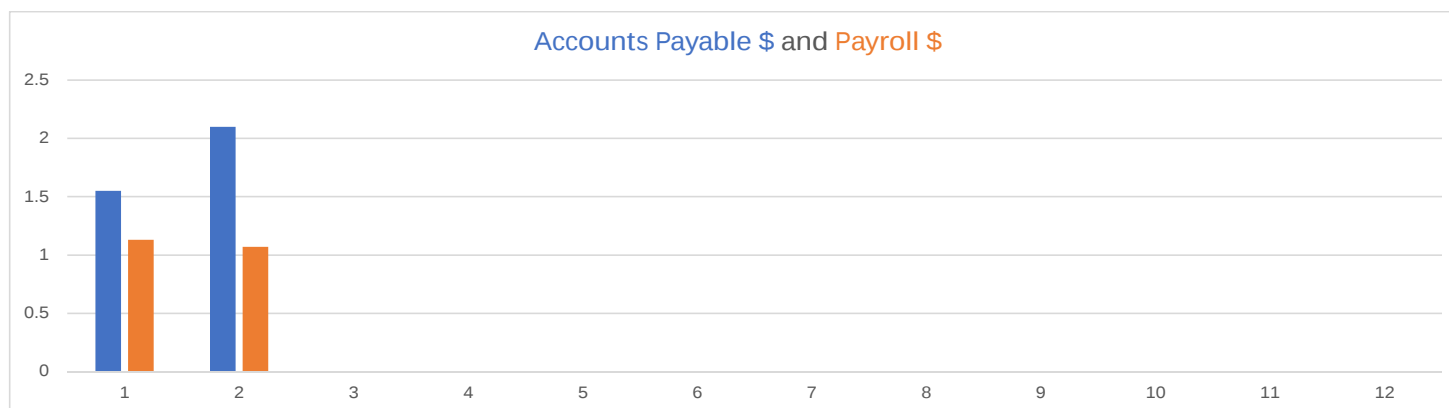
Average
2022

AP

\$1.75 M

Payroll

\$0.93 M



HR activity: Recruitments advertised - 3 Hires: 1 Separations: 0,
FMLA / ADA / OFLA / workers comp claims: 2

Average
2022

Recruitments

5.6

Hires

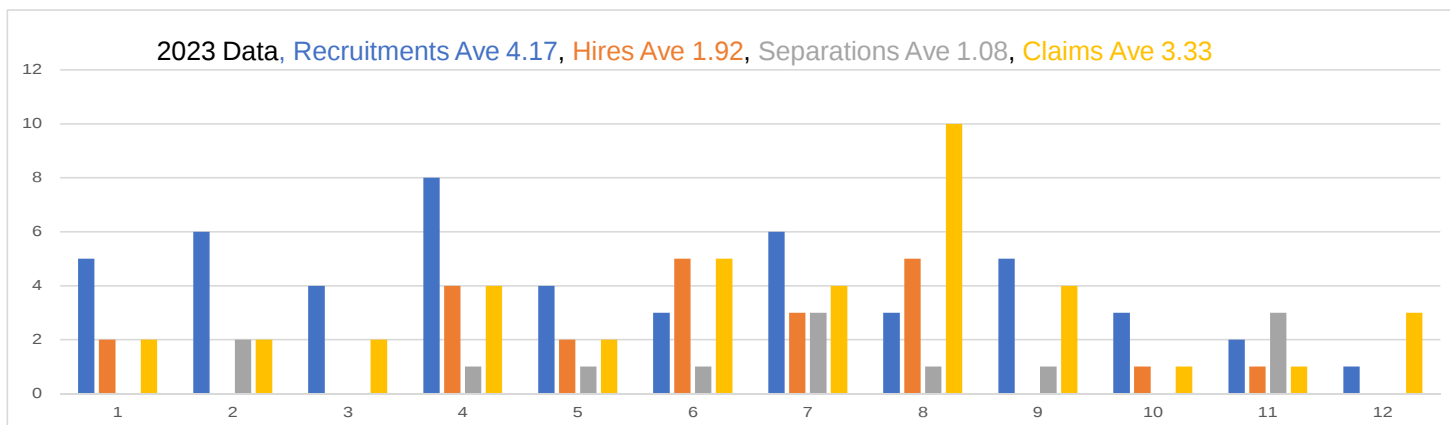
1.9

Separations

1.6

Claims

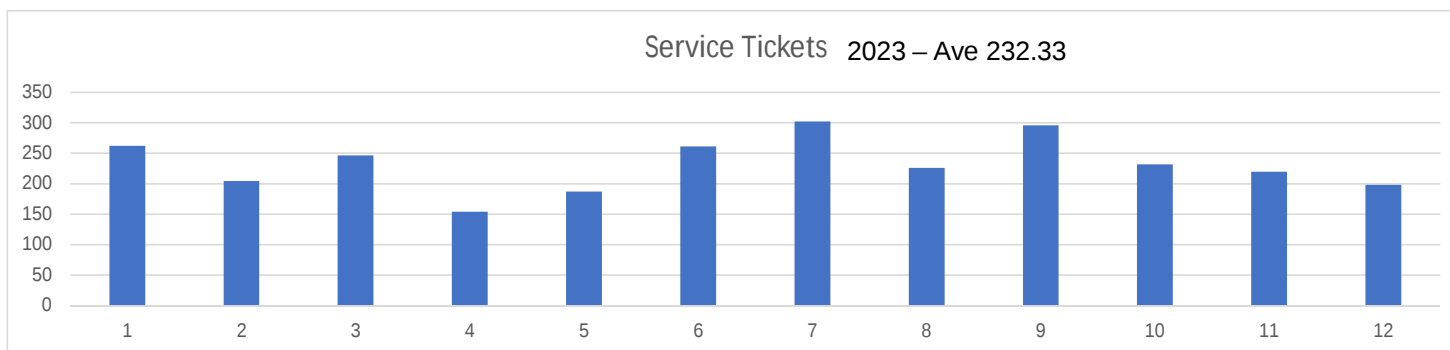
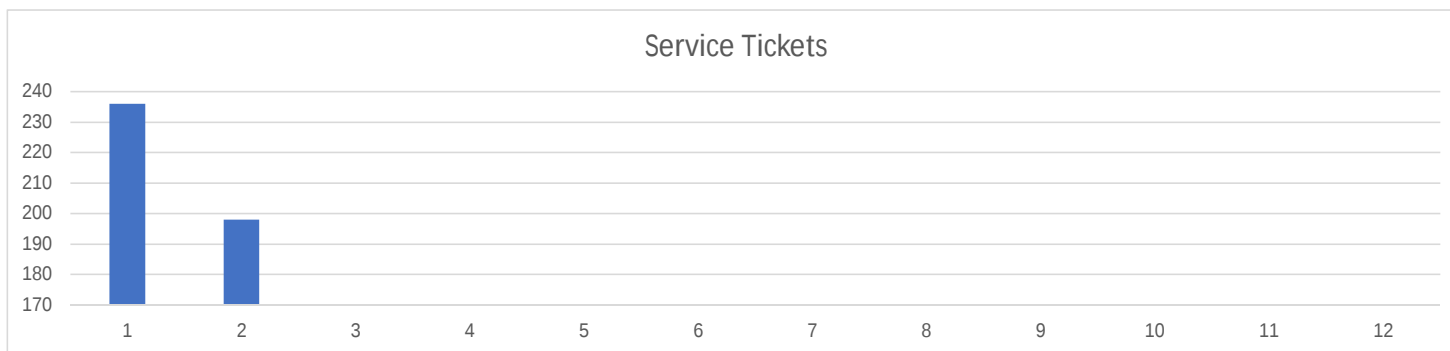
2.6



IT resolved 198 service tickets for the city.

Average
2022

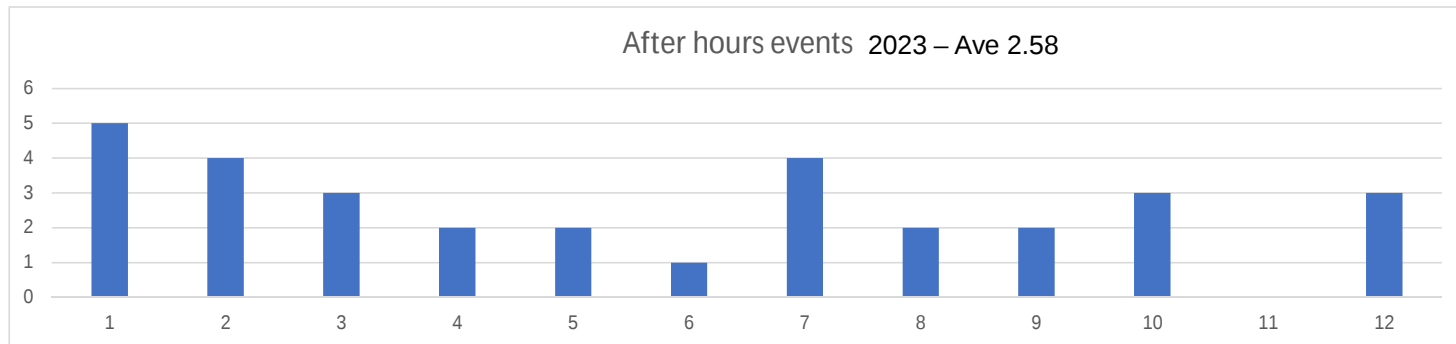
203.4



IT responded to 2 after hours on-call events.

Average
2022

3.6



Library Activity: Door count 8,014, Circulation events 30,247

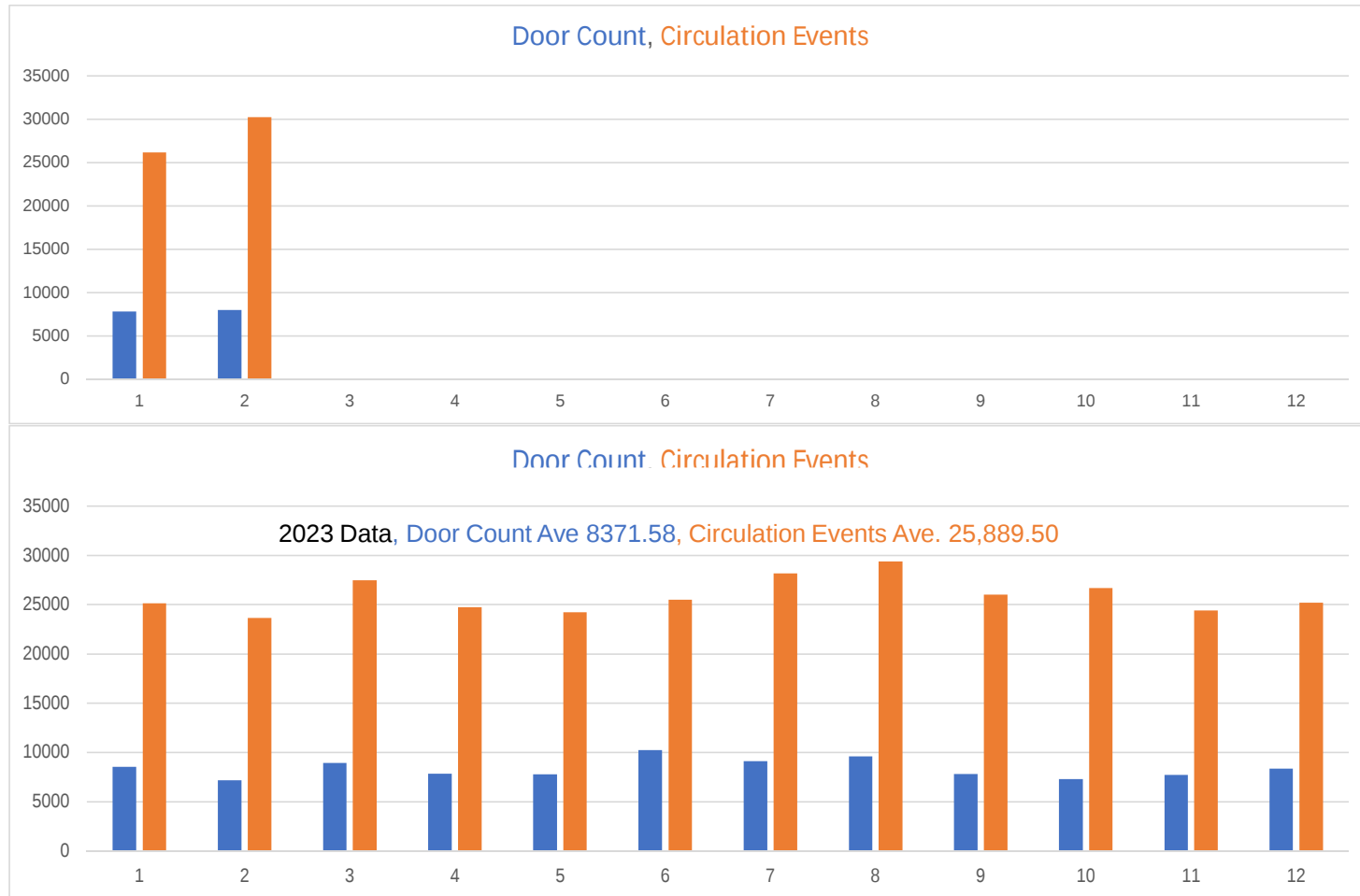
Average
2022

Door Count

7108

Circulation
Events

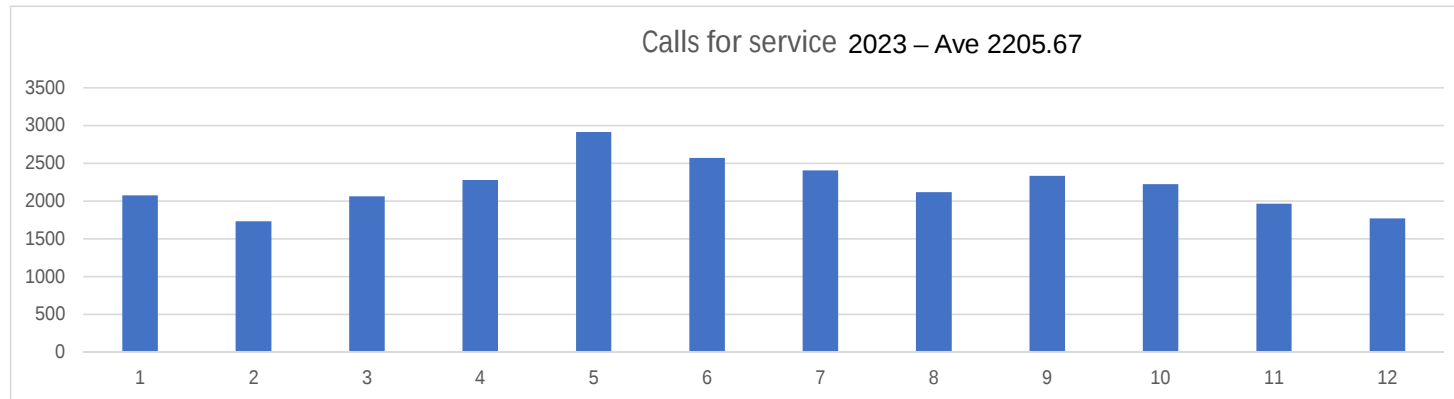
23,418



Public Safety: 1,938 – calls for service

Average
2022

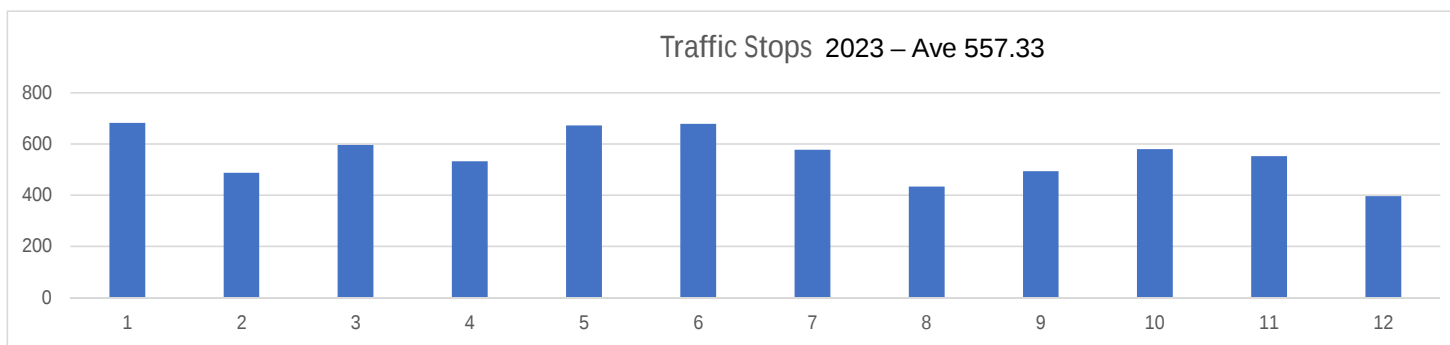
2065



Public Safety: 566 – traffic stops

Average
2022

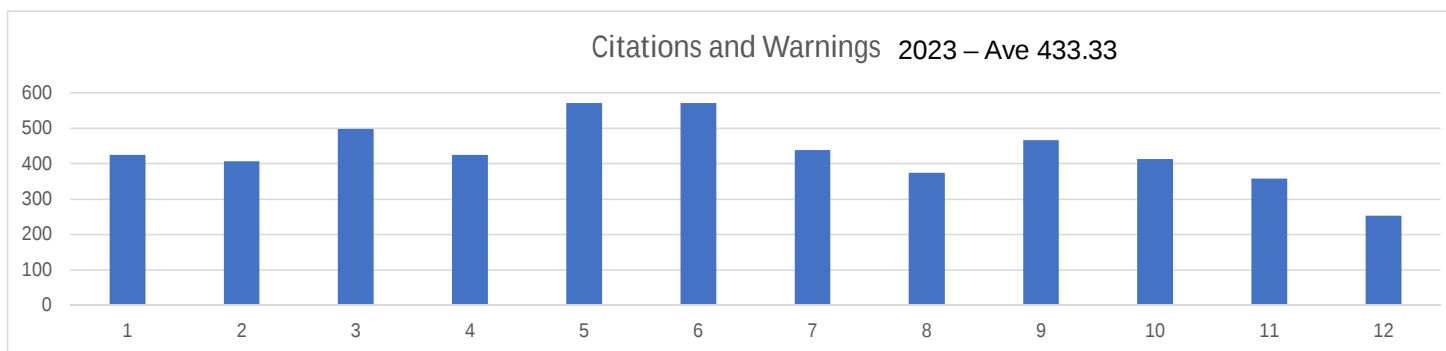
561



Public Safety: 465 – citations & warnings

Average
2022

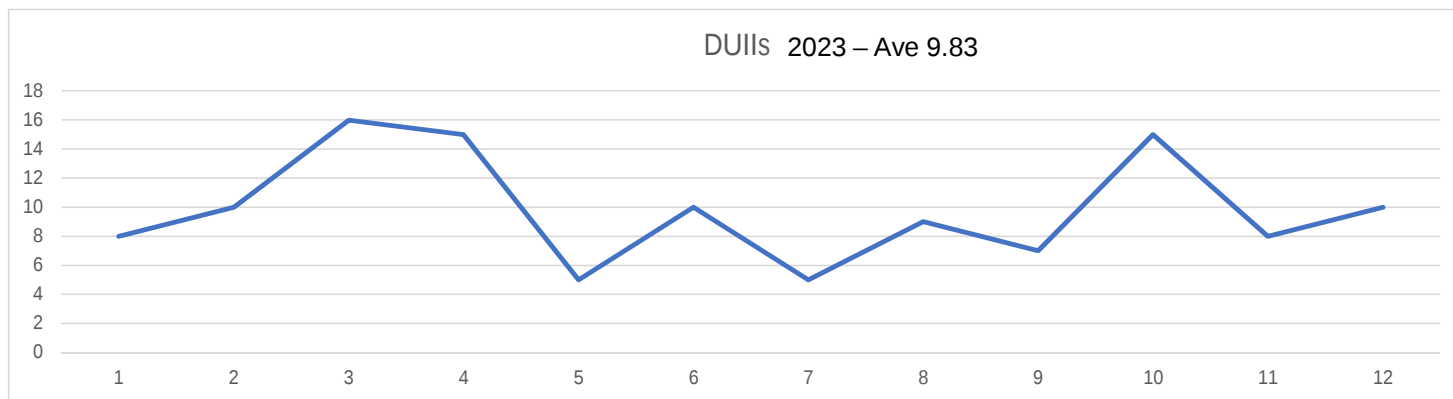
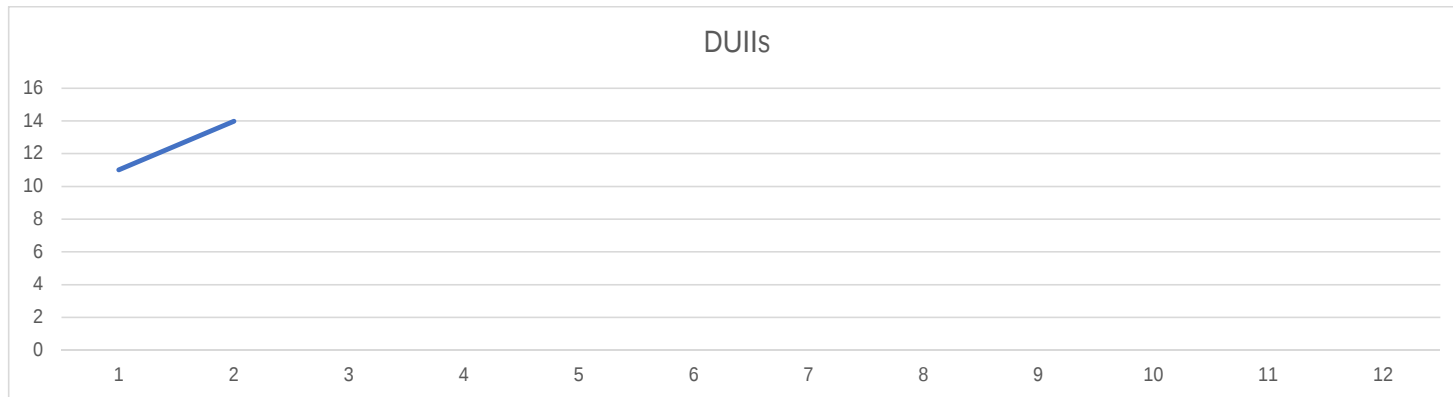
428



Public Safety: 14 – DUII's

Average
2022

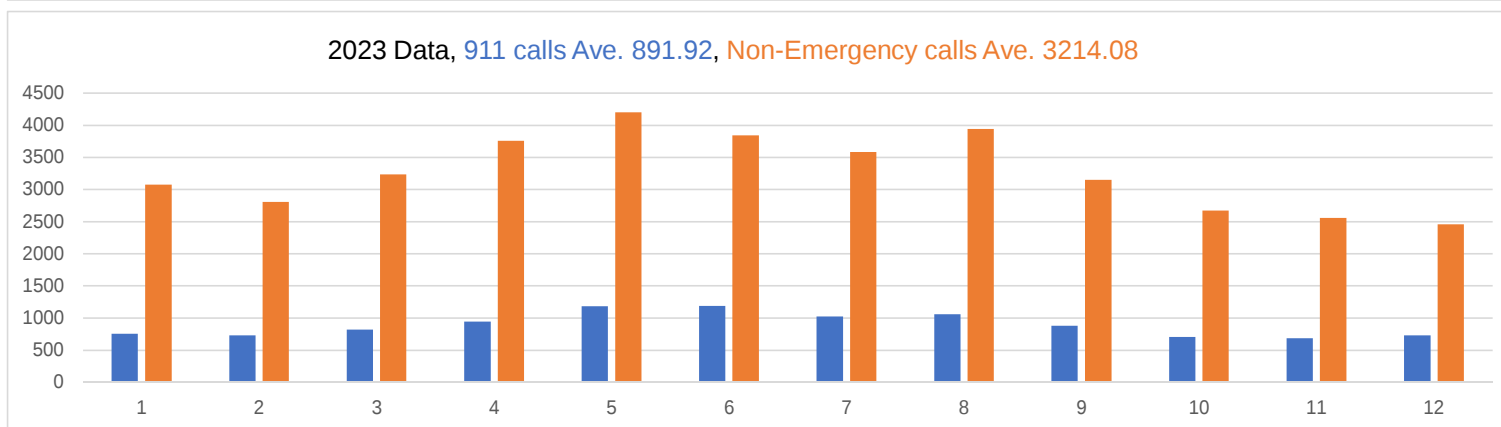
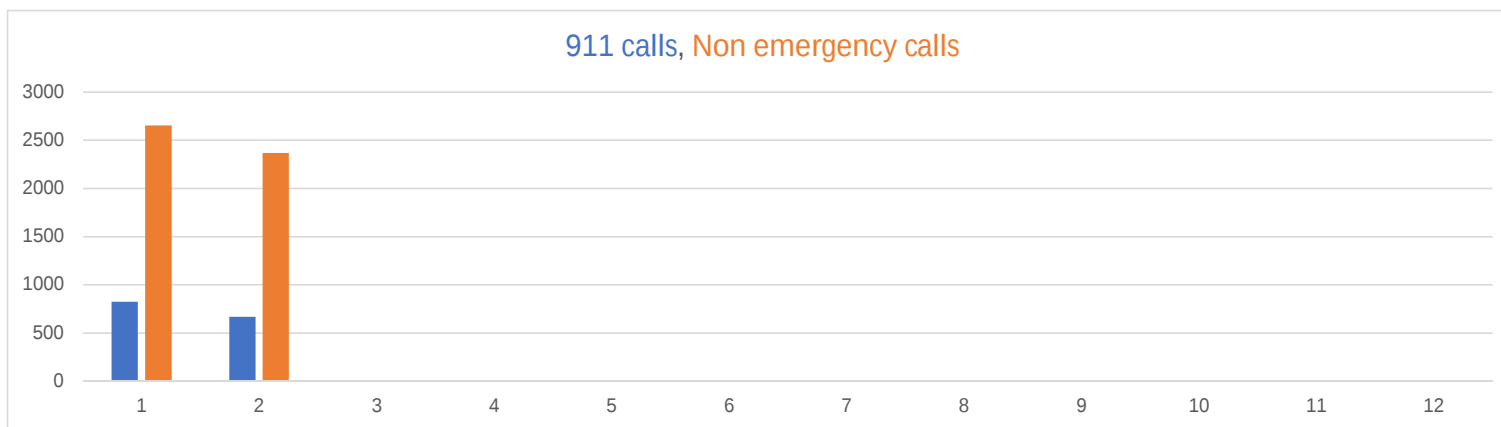
12.1



Dispatch: 665 “911” calls & 2,367 non-emergency calls

Average
2022

911 Calls
817
Non-
Emergency
Calls
3436

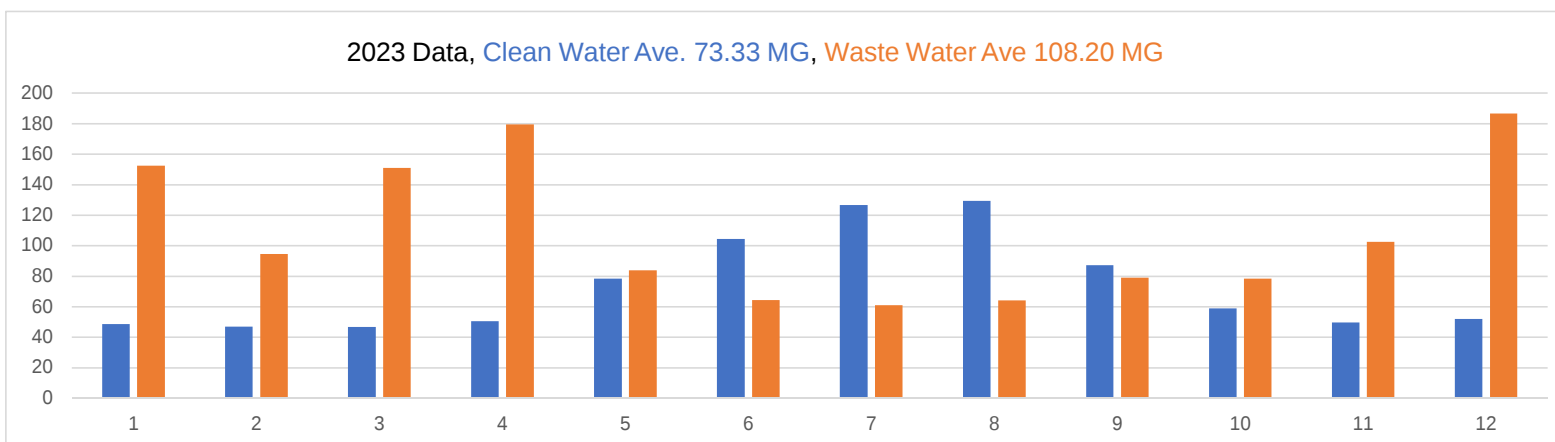




Public Works: water production was 45.8 million gallons,
& 132.9 million gallons (MG) were treated

Average
2022

Clean Water
69.45 MG
Waste Water
105.46 MG



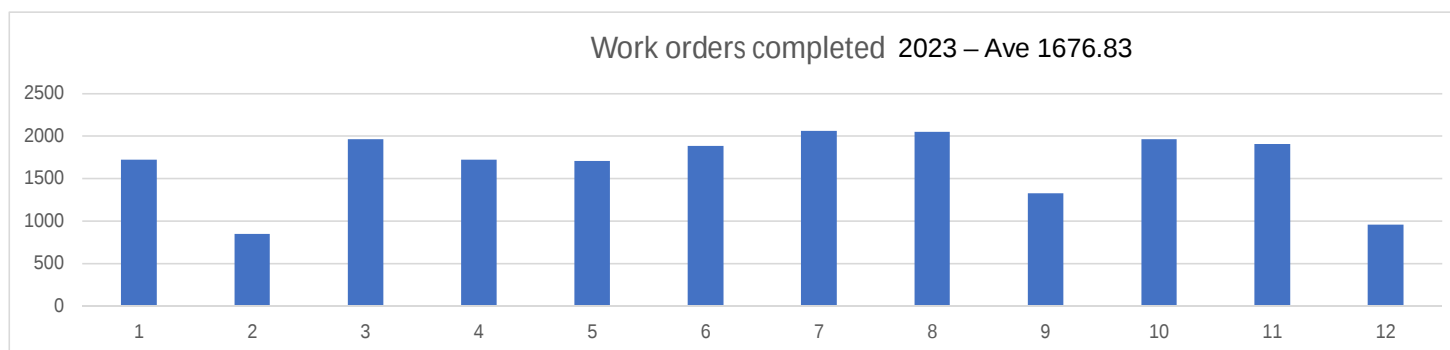
20



Public Works: 1,098 work orders completed

Average
2022

1452.6

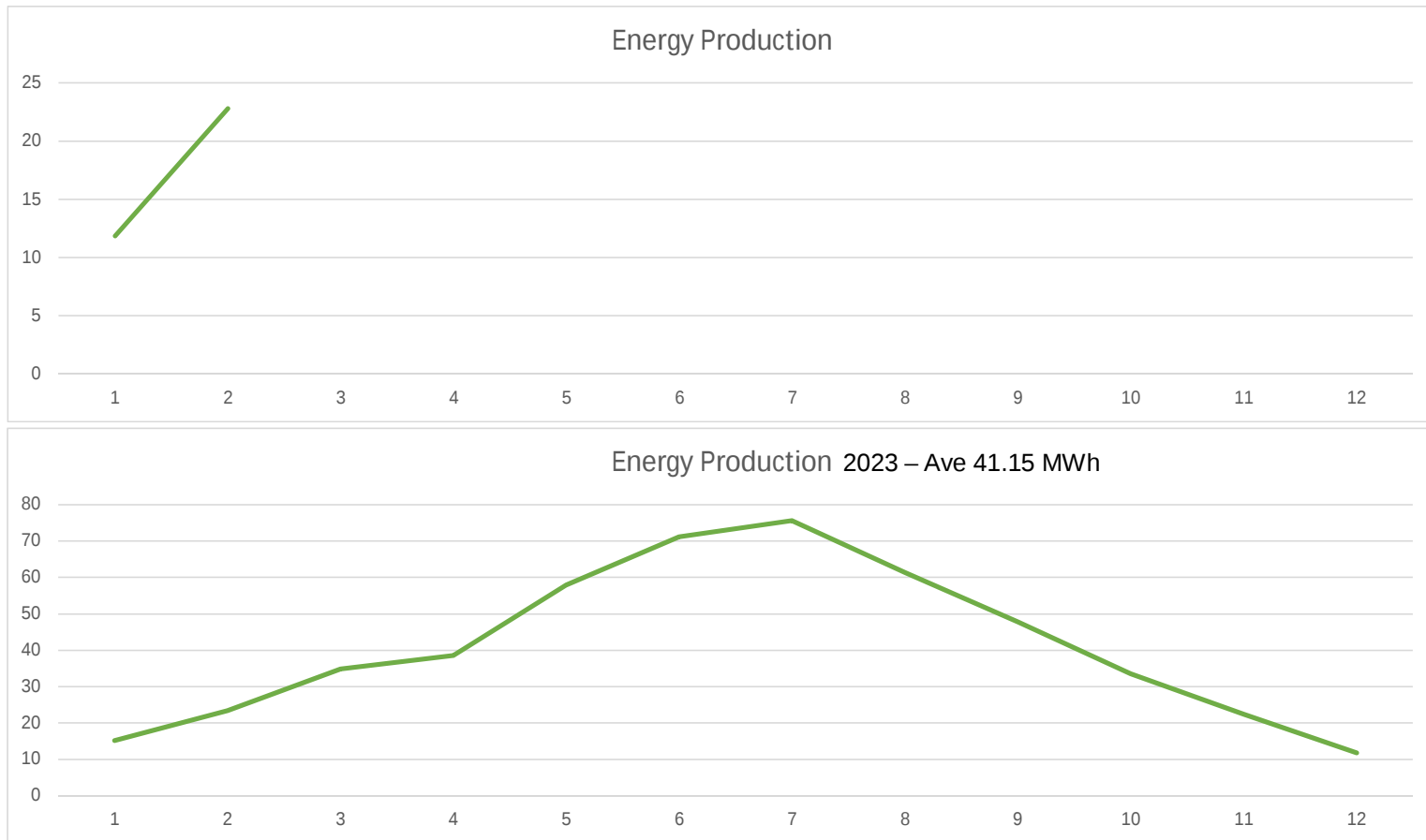




Public Works: 22.8 MWh of energy generated

Average
2022

47.35 MWh
(April–Dec only)



So that's the totals to the end of February 2024!

Notably most activities are holding steady with a small amount of replacement activity in HR & a slight uptick in inspections.

Questions?

City Council Agenda Item Report

Meeting Date: April 15, 2024

Submitted by: Jeff Kosmicki

Submitting Department: Police Department

Item Type: PC PRESENTATION

Agenda Section:

Subject:

Newberg-Dundee Police Department School Resource Officers

Suggested Action:

No Action Needed

Attachments:

[School Resource Officer Update City Council April 2024.pptx](#)

School Resource Officers

2023-2024 School Year







*2nd SRO –
Jay Stearns*









Dundee Elementary

2 classes. 33
students





Q-3/746



Essay & Award Winners

Mable Rush Elementary

3 classes. 75+ students





Essay & Award Winners



Edwards Elementary

4 classes. 80+ students





Essay & Award Winners









City Council Agenda Item Report

Meeting Date: April 15, 2024

Submitted by: Rachel Thomas

Submitting Department: Public Works

Item Type: COUNCIL RCA-INFO

Agenda Section:

Subject:

City Hall Recovery Update

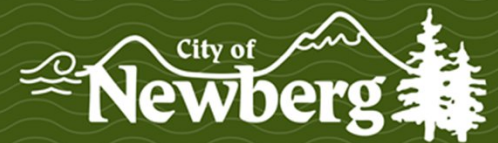
Suggested Action:

Attachments:

[Council freeze flood recovery update 2024 4 15.pptx](#)

January Storm Recovery

April 15 2024



Water Plant Damage

3 Actuators

- Replacements approved by insurance
- Ordered Jan 23, 2024
- Delivery eta mid-May, 2024

No expected impact to ability to meet water demand
Staff evaluating demand and weather weekly



City Hall Status





- Submitted invoice for response & debris removal
- Submitted labor and equipment logs for reimbursement
- Insurance Evaluation
 - Structure Evaluation 1/18/2024
 - Report received 3/18/2024
 - Requested 2nd walkthrough - discrepancies
 - 2nd walk through 3/28/2024 report pending.
 - Content Damage Report received 4/1/24
 - Working through discrepancies.
- RFP Bid Drafts prepared for advertising once scope is agreed

Next Steps

Structure

- Agree on scope with Insurance
- RFP bid process
- Insurance approves City selected vendor & contracts
- Work commences

Content Damages

- Content valuation report (pending)
City & Insurance negotiate
- Replacements ordered

Did you Know ? Common claim processes

City pays all costs upfront. Seek reimbursement after work completed

Pro+ Faster construction start

Con- Insurance denial of scope
Delay or denial of full reimbursement

Preapproval of scope and contractors

Pro+ Known scope
Known reimbursement \$\$

Con- Slower process

Recovery Management Team Hours

- January 202 hours
- February 186 hours
- March 156 hours

City Response and Moving Hours

January – February

- Staff labor 1,392 hours
- Equipment use 398 hours

City Council Agenda Item Report

Meeting Date: April 15, 2024

Submitted by: Clay Downing

Submitting Department: Community Development

Item Type: COUNCIL WORK SESSION

Agenda Section:

Subject:

Update for the West End/Mill District Comprehensive Plan & Zoning Amendment (File No. DCA19-0008/CPMA19-0002/ZMA19-0002)

Suggested Action:

Attachments:

[CC Presentation - West End Mill District Update 4_15_24.pptx](#)

Restarting the West End/Mill District Update

Prospective Creation of a Craft Industrial (M-5) Zoning
District

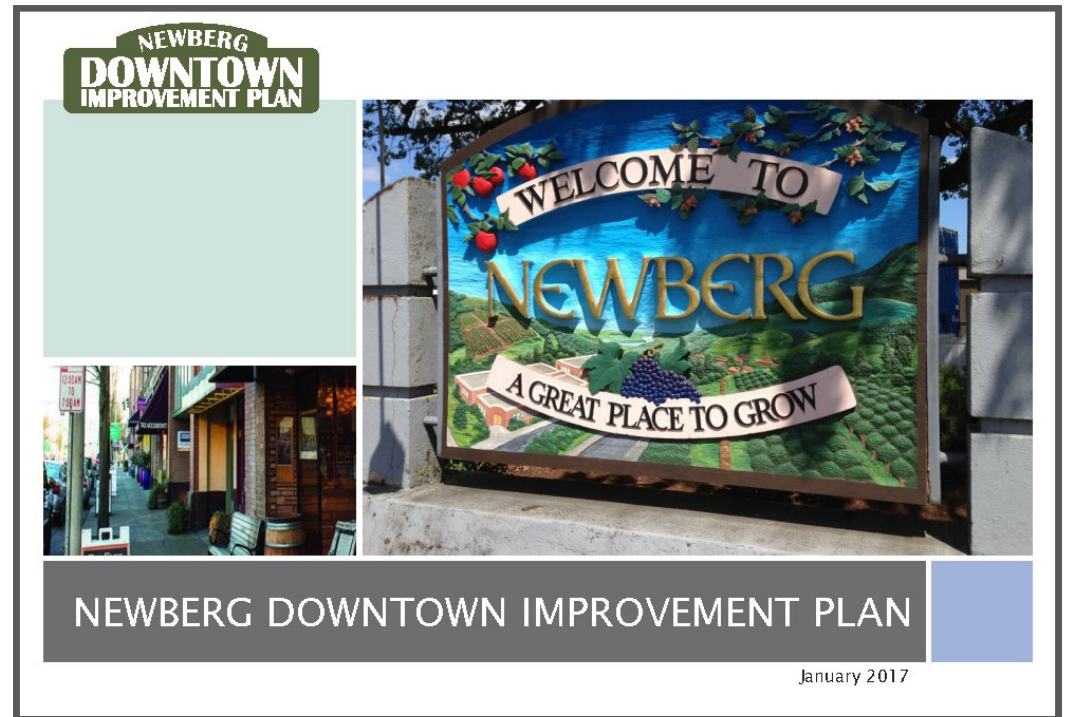
April 15, 2024



What is the “West End/Mill District” and where did it come from?

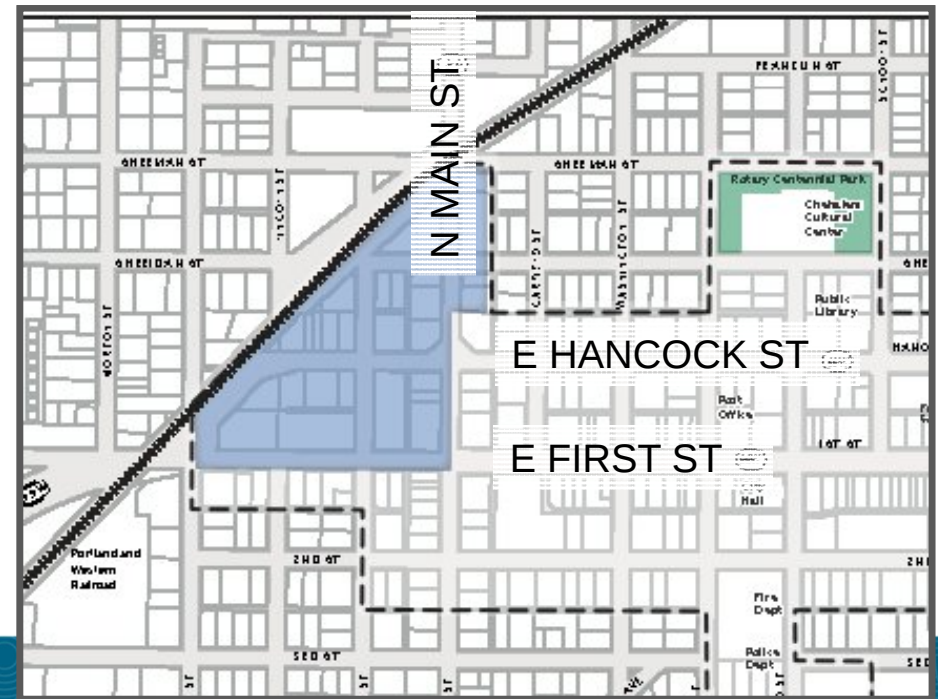
Examples of allowed uses include:

- Processing of food and related products
- Production of textiles or apparel
- Production of artwork and toys
- Manufacture or assembly of machinery or equipment



Purpose and Area for Proposed Zoning District

“...a destination for craft industrial uses – places where goods can be made, sampled or touched (and purchased). Within easy walking distance from the community’s Civic/Cultural Corridor and First Street’s main street character and feel, this jobs-focused concept will also have added tourism value, building upon the appeal of goods produced locally and from materials sourced locally or within the region”



Proposed Changes* for the “West End/Mill District”

1. Adds a zoning district which allows for new uses such as a live/work unit, artisan production (leather, glass, yarn, etc.), incubator spaces and craft industrial uses that manufacture and process goods and have associated retail or eating and drinking on site
2. Creates a new minimum lot requirement of 5,000 square feet with zero interior lot lines unless next to residential.
3. Includes limited landscaping and parking requirements.



Current Zoning and Existing Operations

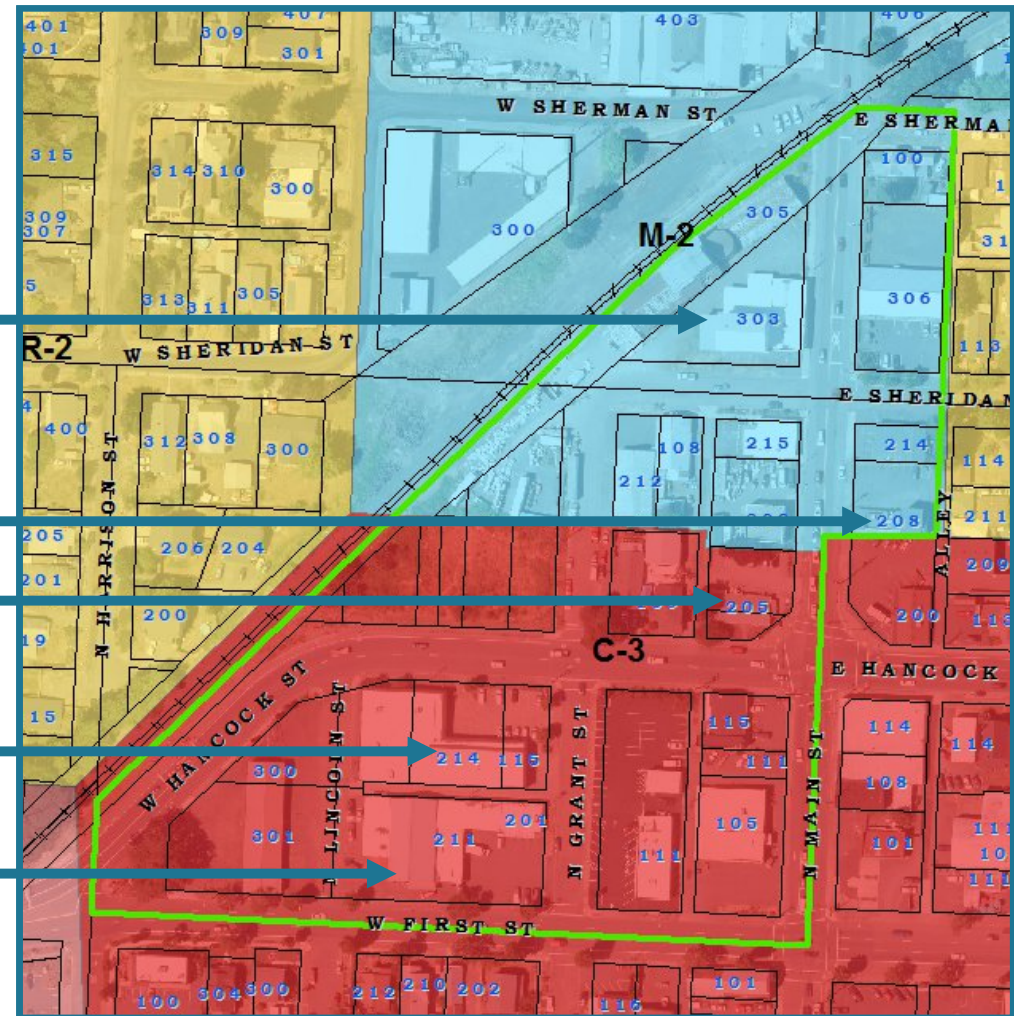
“Chehalem Valley Mill”

Jem 100

Ray’s Produce

Crush 2 Cellar

Burrito Loco



What Was Already Completed?

- Project initiated by City Council to include comprehensive and zoning map amendments as well as development regulation amendments (2019)
- Letters to business owners about proposed changes
- Planning Commission workshop (July 2020)
- Two business owner workshops (March 2021)
- Transportation Planning Rule Analysis completed (June 2021)
- Initially scheduled for public hearings in late 2021, but delayed indefinitely in March 2021 due to staffing shortages
- Presented to City Council in 2024 Planning Division Work Plan (January 2024)



Next Steps – Tentative Project Timeline

- Verification of proposed code language and evaluation of issues with state goals and/or comprehensive plan goals and policies (April)
- Receive feedback from other City departments (April/May)
- Additional outreach for project “restart” (April-June):
 - Property and Business Owner Workshop
 - Planning Commission Update
 - City Council Update
- Conduct Required Measure 56 Noticing (June/July)
- Planning Commission Hearing (August/September)
- City Council Hearing (September/October)

Questions?

City Council Agenda Item Report

Meeting Date: April 15, 2024

Submitted by: Melissa Morris

Submitting Department: Public Works

Item Type: COUNCIL RCA-RES

Agenda Section:

Subject:

Purchase of one (1) Water Recycler Combo Truck

Suggested Action:

Purchase of one (1) Water Recycler Combo Truck to replace aging equipment per fleet replacement program of \$774,444

Attachments:

[RCA Combo Truck 3-25-24.docx](#)

REQUEST FOR COUNCIL ACTION



Date Action Requested: (April 15th, 2024)

Order ☐ Ordinance ☐ Resolution ☐ Motion ☐ Information ☐ Proclamation ☐	
No. 2024-3924	
Subject: Purchase of one (1) Water Recycler Combo Truck to replace aging equipment per fleet replacement program of \$774,444	Staff: Preston Langeliers Department: Public Works Maintenance
Business Session	Order On Agenda: Consent
Hearing Type: Administrative	

Is this item state-mandated? ☐ No

If yes, please cite the state house bill or order that necessitated this action:

Recommendation:

The City would like to purchase the following vehicles and equipment per the fleet replacement program to replace the current aging vehicles and equipment. This program is designed to minimize repair costs and maximize ROI on the vehicles and equipment at the time of sale.

1. One (1) Water Recycler Combo Truck Per Sourcewell Contract 101221-VTR

The purchase of this Combo Truck is to replace the 11-year-old Vactor Combo Truck, Equipment ID # 538-13. The 11-year-old Combo Truck is four (4) years past its recommended replacement schedule and will be five (5) years past upon delivery of the new truck. The repair cost and downtime of the old Combo Truck continue to increase each year. With a full-time sewer and stormwater crew, these trucks will see an increase in use each year. To help the City meet current and future DEQ requirements, the City must maintain more reliable equipment. The Combo Trucks that the City owns are also an instrumental part of the maintenance's emergency response capabilities. These Combo Trucks allow the City to respond quickly and safely to sewer, stormwater, and water situations.

The proposed Combo Truck has many new safety features and additions to improve efficiency, such as the Rapid Boom Deployment system. This system is unique to Vactor as it allows the operator to reach fifteen (15) to twenty (20) feet below the subgrade. The proposed Combo truck also possesses a water recycling system that allows a truck to clean for a week, only filling the fresh water tank once a week. These two improvements alone will improve the efficiency of the work by roughly five hundred and seventy-five (575) hours a year. The extra hours will allow the maintenance staff to start mitigating currently known issues to help reduce stormwater flooding, SSO, and help improve the overall quality of the stormwater and wastewater system.

The new vehicles and equipment have updated technology features, making them more fuel-efficient, functional, versatile, and increased operation safety.

The replacement of vehicles and equipment is per the new fleet replacement program schedule to replace the vehicles and equipment more frequently, reducing maintenance and operations costs, increasing the City's return on vehicles and equipment when sold, and lowering the City's overall cost to own and operate them.

When replaced, all the following vehicles and equipment will be declared surplus and sold as per the Newberg Municipal Code to return the highest possible value on their sale.

- 1. 538-13 2013 Vactor Combo Truck

Executive Summary:

The approved FY 2023-2024 budget includes funding for this purchases. Per section 8.3.4 of the City Purchasing Manual, any purchase over \$100,000 requires approval from the City Council before purchasing the vehicle or equipment. Maintenance requests approval from the Council to authorize the City Manager to make these purchases for \$774,444.

Without performing these vehicle and equipment replacements, the vehicles and equipment will continue to age, increase maintenance and operation costs, reduce their value and return when sold, and increase overall city costs.

Fiscal Impact:

The approved FY 2023-2024 budget includes this purchase. The newer vehicles and equipment will increase fuel efficiency, reduce fuel usage, reduce maintenance costs, and increase operator efficiency and equipment safety.

Council Goals:

This purchase aligns with Goals 1, 3, and 6.

Goal 1:

These vehicles and equipment will allow us to respond to customer service requests quickly and efficiently regarding water leaks, broken sewer laterals and mains, street flooding, and many other activities that maintenance performs to provide high customer service to the citizens.

Goal 3:

Replacing these vehicles and equipment will allow us to repair and maintain the City's infrastructure cost-effectively. This will help minimize emergency repairs, help respond to emergencies efficiently, provide reliable vehicles and equipment, and improve safety for city staff in their use.

Goal 6:

Maintaining a prudent vehicle and equipment replacement program will significantly reduce vehicles' and equipment's overall short-term and long-term costs by allowing us to leverage the return on surplus assets to replace assets. The existing vehicles will be declared surplus and sold per the Newberg Municipal Code to achieve the highest possible return upon receiving the new vehicles. Funds from the sale of the surplus vehicles will then be put back into the vehicle and equipment replacement funds for use in future replacements, further reducing the overall ownership cost of city vehicles and equipment.

RESOLUTION No. 2024-3924



A resolution authorizing the city manager to approve the purchase of one (1) Vactor Water Recycler Combo Truck, in the amount of \$774,44.

Recitals:

1. The Public Works Maintenance Division has identified one (1) Combo Truck, as per the established vehicle and equipment replacement schedule.
2. Timely replacement of vehicles and equipment provides the safety and reliability necessary for the efficient and effective maintenance and operation of the city infrastructure and facilities. It provides for the greatest return in value of the replaced vehicles and equipment when sold.
3. Maintaining efficient and cost-effective city vehicles and equipment needed to maintain and operate the city infrastructure and facilities meets city council goals 1, 3, and 6.
4. Vehicles and equipment identified for purchase or replacement in the amount of \$ 774,444 are as follows:
 - a. One (1) Vactor Water Recycler Combo Truck

The City of Newberg Resolves as Follows:

1. The City Council authorizes the City Manager to purchase one (1) Vactor Water Recycler Combo Truck in the amount of \$774,444.

Effective Date of this resolution is the day after the adoption date, which is: _____, 2024.

Adopted by the City Council of Newberg, Oregon, this _____ day of _____, 2024

Rachel Thomas, City Recorder

Attest by the Mayor this _____ day of _____, 2024.

Bill Rosacker, Mayor