
**City of Newberg
City Council
July 15, 2024**

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

Councilors Present: Mayor Bill Rosacker, Councilor Mike McBride, Councilor Robyn Wheatley, Councilor Elise Yarnell Hollamon, Councilor Peggy Kilburg, Councilor Molly Olson, Councilor Derek Carmon

Staff Present: City Manager Will Worthey, City Attorney James Walker, City Recorder Rachel Thomas, Finance Director Kady Strode, Chief of Police Jeff Kosmicki, Planning Manager Clay Downing, Community Development Director Scot Siegel

**ROLL CALL
PLEDGE OF ALLEGIANCE**

PROCLAMATIONS AND HONORS

4.1 Proclamation of Old Fashioned Festival Week

Mayor Bill Rosacker and the Newberg City Council proclaimed July 25 through July 28, 2024 as Newberg Old Fashioned Festival Week. Newberg Old Fashioned Festival queen Kyndall McCollum was there to accept and support the proclamation.

4.2 Introduction of the 20243 Old Fashioned Festival Court

Newberg Old Fashioned Festival Queen Kyndall McCollum was presented with the proclamation.

CITY MANAGER'S REPORT:

City Manager Will Worthey provided an overview of the City of Newberg operations. City Manager Worthey said he was experiencing difficulty finding someone to fill the open positions posted, related to concrete finishing and grant writing. Councilor McBride asked if we could share resources with a neighboring municipality,

which Worthey said he attempted to stretch the employee resources by making them an archivist as well.

PUBLIC COMMENTS

Jim Talt, Newberg Resident

Jim appeared to provide public comment about the Housing Authority of Yamhill County and its program assisting those in manufactured homes and encouraged City Council to support the program.

Jared Jones, North Valley Friends Church Representative

Jones provided an update on the Peace Trail Village. He said they are likely in need of more funds and have established the organization as a nonprofit to help fundraise.

REPORTS AND PRESENTATIONS

7.1 Community Development Department Customer Service Initiatives

Scot Siegel and Clay Downing provided an explanation of the Community Development Department Customer Service Plan. The goal is aligned with the Newberg City Council's goal to create a high level of customer service. He offered an overview of the current customer service strategy and some of the changes they are able to make to improve the level of service within the bounds of city government. Clay Downing talked about the planning services and finding metrics for the department to reach and hit.

NEW BUSINESS:

1. Approval of Keller Engineering Contract

City Manager Will Worthey addresses the overrun of cost on Elliot Road and the need for greater fiscal controls when considering the future water plant effort. He researched to find a new engineering firm that could help responsibly accomplish projects. He then introduced Trevis Smith, PE, who would operate as the new city engineer if the resolution was passed.

City Councilors asked to learn more about Trevis Smith and learned more about Keller Engineering. Councilor McBride asked how the

relationship works when an external company works in this capacity, which Smith said he'd be in the office once a week.

Action: Approved Resolution 2024-3942 A Resolution to
Approve the Keller Engineering Contract
Motion: Councilor Carmon
Second: Councilor Kilburg
Vote: 7 Yes, 0 No

2. Two-Year Budget Cycles

City Manager Will Worthey and Finance Director Kady Strode provided an overview of the advantages of a two-year budget cycle and recommended City Council adopt a two-year budget cycle. If they approve, it will go into effect in the next budget cycle.

Action: Staff Should Initiate Work on
Developing the Biennium Budget Structure

Motion: Councilor Wheatley
Second: Councilor McBride
Vote: 7 Yes, 0 No

3. Unincorporated Properties Policy Discussion

Community Development Director Scot Siegel provided a continuation of a discussion at a previous city council meeting about a hardship waiver on SDC fees for an unincorporated plot of land on N College Street.

City Council discussed the annexation of the unincorporated property due to it receiving indirect services without paying taxes to the City of Newberg. Council discussed codifying annexation and the methodology for how that's completed when an unincorporated property receives city services. Council directed staff to reach out to property owners to see how they would feel about annexation and what steps it would take to get there. City Manager Worthy raised concerns about the infrastructure costs required to provide services to these unincorporated parcels.

Action: Direct staff to postpone going forward
with any contracts in regard to the two motions from
June 3rd related to the unincorporated land hardship
waiver.

Motion: Councilor Kilburg
Second: Councilor Wheatley

Vote: 7 Yes, 0 No

Meeting adjourned at 8:37 p.m.



Rachel Thomas, City Recorder

ATTEST:



Bill Rosacker, Mayor