City of Newberg
ANIMAL SHELTER SUBCOMMITTEE MINUTES
MAY 22, 2008
6:30 P.M.
CITY HALL – 1st FLOOR CONFERENCE ROOM

I. CALL MEETING TO ORDER

Chair Palmer called the meeting to order.

II. ROLL CALL

COUNCIL:
- Councilor Jeff Palmer, Chairperson
- Councilor Mike Boyes, Member
- Councilor Bart Rierson, Member
- Mayor Bob Andrews (absent)

STAFF:
- Terrence D. Mahr, City Attorney (absent)
- Jeff Kosmicki, Lieutenant
- Larry Fain, Senior Engineer (absent)
- Norma Alley, City Recorder

III. APPROVE MINUTES FOR MAY 7, 2008.

Minutes were approved by consensus of the subcommittee.

IV. UPDATE ON FOLLOW-UP ITEMS

a. Discussion with Don Clements on land – Jeff Palmer

Chair Palmer stated the CPRD Board has indicated they would like to meet and discuss this at their next meeting on June 26, 2008.

b. Discussion with Dan Danicic on other land possibilities – Bart Rierson

Chair Palmer handed out an email from Dan Danicic addressing land possibilities and the Baker Rock site.

c. Discussion with ESI on construction ideas – Larry Fain

Chair Palmer indicated Larry Fain was still working on this and handed out an email from Floyd Crouch sharing their appreciation to meet with the subcommittee.

d. Obtain and distribute electronic proposed NASF plans – Larry Fain

Councilor Rierson confirmed ESI had received an electronic version of the NASF plans from Larry Fain.

e. Submission of State Farm Grant – Mary Helen Smith/Jeff Palmer/Terry Mahr

Chair Palmer said Paula Radich had agreed to write a letter supporting the grant and letters had been drafted for the Municipal Judges to sign.

V. DISCUSSION ON NEW SHELTER LOCATION, COST AND DESIGN

Chair Palmer handed out news articles on costs of building and stated more discussion was to be held at the joint meeting.

VI. REVIEW OF NEWLY DRAFTED MEMORANDUM OF UNDERSTANDING

Chair Palmer handed out an updated draft of the Memorandum of Understanding for the subcommittee's review. He indicated the NASF Board had received a copy to review.

VII. JOINT MEETING WITH NASF (PUBLIC SAFETY BUILDING – 401 E. THIRD ST., 7:00PM)

ROLL CALL

COUNCIL:
- Councilor Jeff Palmer, Chairperson
- Councilor Mike Boyes, Member
- Councilor Bart Rierson, Member
- Mayor Bob Andrews (absent)

STAFF:
- Terrence D. Mahr, City Attorney (absent)
- Jeff Kosmicki, Lieutenant
- Larry Fain, Senior Engineer (absent)
- Norma Alley, City Recorder

NASF BOARD:
- Darlyn Adams, Chair
- Kara Davin
- Randy Luttrell
- Rozeann Dey
- Sheri Spry
- Barbara Brooks
- Jan Floren
- Bob Holveck
- Rick Lipinski

NASF Board Chair Darlyn Adams invited Chair Palmer to begin his presentation at 7:10 p.m.

Chair Palmer asked the NASF Board if they had any input on the Memorandum of Understanding.

NASF Board Chair Darlyn Adams stated the Board has it scheduled to review at their next meeting in June.

Chair Palmer asked for the Board's endorsement to move forward with the Blaine Street site for the new animal shelter.

Discussion commenced on the purpose and process for meeting in executive session.

Barbara Brooks asked if the subcommittee was looking at prevailing wages.

Chair Palmer answered they are looking shell only with and without prevailing wages and build out with and without prevailing wages, which is ranging from \$75-\$180 per square foot.

Discussion commenced on if the NASF plans were used to come up with these numbers or if those plans had been altered.

Chair Palmer handed out an email from Dan Danicic addressing land possibilities and the Baker Rock site and articles on rising costs of construction.

Kara Davin asked what the opposition was to the Blaine Street site.

NASF Board Chair Darlyn Adams stated she was concerned for the increase of animal noise near residences, kids from the skate park teasing the dogs, site improvements required, and it not being a destination place.

Bob Holveck expressed his concern for the noise and inquired what type of sound barriers would be used to diminish the sound from the neighbors.

Chair Palmer said a sound wall could be put in at the time of need.

Discussion commenced on sound barrier options and ways of mediating any problem.

Councilor Rierson said the subcommittee is passionate about getting the shelter built. We propose a possible brick and mortar build in one year on the Blaine Street site.

Chair Palmer extended an invitation and encouraged the NASF Board to attend the CPRD Board meeting on June 26th at 7:00 p.m.

NASF BOARD MOTION: Barbara Brooks/Sheri Spry to endorse the City Council Animal Shelter Subcommittee and NASF to approach the CPRD Board to obtain property for the future animal shelter. (7 Yes/ 2 No [Adams/Dey]) Motion carried.

Consensus was met to have Darlyn Adams, Rick Lipinski, and Bob Holveck be the NASF Board members that present with the Council subcommittee to the CPRD Board. Everyone was encouraged to be in attendance to show their support.

VIII. OTHER BUSINESS

None stated.

IX. SCHEDULING OF NEXT MEETING

The next meeting is scheduled for June 10, 2008, at 6:00 p.m. in the City Hall.

X. ADJOURNMENT

The meeting adjourned at 7:50 p.m.

existing kennels to twelve more for a total of 28. Theirs was a composite, hard plastic laminate. Hukari Foundation is looking into Home At Last humane society, which is self sustaining and cash positive from fees and an aggressive adoption program. They receive $65,000 from WASCO Co. plus an animal control officer for the whole county. They have cats as well and are a positive model. It is time to take a closer look at others operations. To our knowledge, the City of Newberg is the only city operated shelter in Oregon. We are unusual, but we are excited about that too.

IX. SCHEDULING OF NEXT MEETING

The next meetings are scheduled for Thursday, May 22, 2008, at 6:30 p.m. and June 10, 2008, at 6:00 p.m. in the City Hall.

X. EXECUTIVE SESSION

Executive Session per ORS 192.660(2)(e) relating to real property transaction.

Executive Session was held for the purpose of general discussion on real property transaction. No decisions were made.

XI. ADJOURNMENT

Meeting adjourned at 8:33 p.m.

furnishing the funds or giving a cash equivalent, furnishing engineering expertise, make recommendation to waive or pay the SDC and building permit charges, running the construction project as long as that is in-house, and the money in the chaffers is dedicated for construction of the project. Getting to the operational aspect, we are looking at language that will get the most possible grants. The City has the commitment to supply an animal control officer and the other operations details are yet to be worked out. The MOU is a document to tell the story of how it got where it has and how the City is in favor of continuing to support the efforts. The draft will be available for approval at the next subcommittee meeting.

Chair Palmer suggested adding language that a good faith effort will be made to approach the Planning Commission and ask for a variance on the parking.

VI. UPDATE ON GRANT WRITING & FUND RAISING OPPORTUNITIES

Mary Helen Smith stated the State Farm application is done and needs to be reviewed by the City.

Chair Palmer complimented her on her very thorough work and great detail added in the application.

Mary Helen Smith said State Farm may ask for more detail on the City's budget and increased the request to $10,000.

Chair Palmer stated the other components would be to include a letter of support from the municipal judges and Dr. Radich. He stated he has called Dr. Radich to get a letter supporting the grant and efforts.

Terry Mahr said he will work on contacting the municipal judges to get letters of support signed.

VII. AVAILABLE SERVICES FOR FELINES (LINDA MILLER)

Chair Palmer stated Yamhill County Shelter has stopped taking cats. We do know there is a trend in many animal shelter facilities to only accept dogs. When I called the County to ask further questions, staff was quick to refer to other feline services and put it as a funding issue. Consideration should be taken to the cat population as we look at this shelter now that the County has stopped taking cats. He introduced Linda Miller and asked her to speak to the group regarding feral cats.

Linda Miller stated feral cats are cats that have not been socialized. A friend and myself have been taking care of feral cats for 12 years. It started when there was a problem in my neighborhood, so we established a colony and have not had a problem with feral cats since. Everyone I work with loves it and has been very successful. It takes a responsible person and neighborhood to make sure it works. We try and educate the neighbors and most people end up loving it when they know about the program. I work with farms to help with dumped cat, which has become more difficult with how large the city has grown. I work with the Feral Cat Coalition (FCC), based in Portland, McMinnville Vet Hospital, and Newberg Vet for spay/neuter programs. Oregon Spy/Neuter Fund will refer low income families to a vet to spay/neuter their cat for $10. Animal Shelter Alliance of Portland, Evan Kalla from Cat Adoption Team, and Carol Kraus from Feral Cat Coalition are all working with willing communities to educate them on how to keep the cat population down.

Chair Palmer thanked her for her time and great information.

VIII. OTHER BUSINESS

Chair Palmer said he talked with the Hukari Foundation at Hood River and discussed the partitions they have in their shelter. The person he spoke with said the partitions are in great shape. They are expanding their twelve

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6:00 P.M.
CITY HALL – 1st FLOOR CONFERENCE ROOM

I. CALL MEETING TO ORDER

Chair Palmer called the meeting to order.

II. ROLL CALL

COUNCIL:
- Councilor Jeff Palmer, Chairperson
- Councilor Mike Boyes, Member (arrived at 6:25)
- Councilor Bart Rierson, Member

STAFF:
- Terrence D. Mahr, City Attorney
- Norma Alley, City Recorder
- Larry Fain, Senior Engineer

OTHERS: Mary Helen Smith, Darlyn Adams, Rozeann Dey, Jan Floren, Bob Holveck, Joanne Wiitala, Linda Miller, Rick Lipinski, Don Brooks, Barbara Brooks, Floyd Crouch, Loriel Stetzman

III. APPROVE MINUTES FOR APRIL 9, 2008.

Minutes were approved with changes by consensus of the subcommittee.

IV. DISCUSSION ON NEW SHELTER LOCATION, COST AND DESIGN

Chair Palmer stated he had not had any further conversations with CPRD or Dan Danicic at this time.

Councilor Rierson said he met with ESI, who is doing Climax's construction, to discuss building types for the shelter. A copy of the NASF plans were given to ESI for review, but they had requested to get it electronically.

Darlyn Adams said she would get Studio 3 Architecture's information to Larry Fain for follow up.

Rozeann Dey suggested looking into vacant property by Wilco that might be of interest.

Floyd Crouch said the property with the Coyote Commercial sign on it is owned by the Nilles' and they have plans for construction. Fred Casey owns the one to the west and north of the Nilles property.

Chair Palmer said while the City has agreed to donate land it was intended for existing City owned land or land that can be swapped at no charge.

Darlyn Adams stated Dan Danicic said there is still a possibility the Wynooski Street site is available.

Councilor Rierson said that would be if the City could acquire the property from Baker Rock.

V. DISCUSSION ON A NEWLY DRAFTED MEMORANDUM OF UNDERSTANDING

Terry Mahr said the City is revising the Memorandum of Understanding to capture all the commitments the City has made. The commitments so far are furnishing the property for the site, selling the present site and