

City of Newberg
**JOINT MEETING WITH
CITY COUNCIL ANIMAL SHELTER SUBCOMMITTEE AND
NEWBERG ANIMAL SHELTER FRIENDS BOARD
MINUTES
APRIL 16, 2009
7:30 P.M.
PUBLIC SAFETY BUILDING – 401 E. THIRD ST.**

THIS JOINT MEETING WAS CANCELLED. IT WAS DECIDED SUBCOMMITTEE MEMBER BART RIERSON AND CITY ATTORNEY TERRENCE MAHR WOULD ATTEND THE NASF MEETING AND PROVIDE A REPORT INSTEAD OF HAVING A JOINT MEETING.

I. CALL MEETING TO ORDER

Not Applicable.

II. ROLL CALL

COUNCIL:

Councilor Bart Rierson, Member

STAFF:

Terrence D. Mahr, City Attorney

NASF BOARD:

Darlyn Adams, Chair

Sheri Spry

Doug Jackson

Rozeann Dey

Randy Luttrell

Joanne Wiitala

Jan Floren

Rick Lipinski

NASF BOARD ABSENT:

Kara Davin (absent)

Bob Holveck (absent)

III. JOINT DISCUSSION ON SHELTER UPDATE

General discussion occurred updating the Board on the City Council Animal Shelter Subcommittee meetings and progress.

City Attorney Terry Mahr discussed with the NASF Board about adequate insurance for the NASF. Due to the evolution of the organization no longer operating as a City subcommittee, the City can no longer sufficiently cover the NASF under the City/County insurance pool and will need to be insured on their own.

Councilor Bart Rierson reported to the NASF Board that the City Council unanimously decided to provide full support in finding a property and joining financially to build a shelter of up to \$350,000.00. Discussion commenced on possible sites.

IV. ADJOURNMENT

Not Applicable.

Jeff Kosmicki stated the cargo container should be fabricated with electricity and an extra door.

Larry Fain said the new environmental specialist in the engineering division may have found a few grants the animal shelter could qualify for. This may help the building to be a greener building, which we initially would not have been able to do.

c. City Attorney's Report

Terry Mahr had no new business.

V. OTHER BUSINESS

Councilor Shelton asked what types of questions will the NASF members ask on the 16th.

Rick Lipinski said there are some concerns on the memorandum of understanding.

Barbara Brooks said NASF is talking about the focus of the memorandum of understanding being on the operational roles of NASF after the shelter is built.

Rick Lipinski said NASF wants to be treated as a partner in the running of the shelter and have a voice that can be heard.

Darlyn Adams said she had spoken with Brian Casey some time back and he said he wants to work with NASF to ensure this gets built.

Bob Holveck asked where the money is going to come from to maintain the building.

Chair Rierson said the funding to maintain and operate the new shelter is in the City budget that will be reviewed and budgeted out of the general fund.

Councilor Shelton said along with the commitment to build the shelter the City has committed to the maintenance of the shelter. As part of the Council's goal setting process, this is one of the items that had a priority for adequate budgeting. Another thing that was discussed was better enforcement of license fees.

Darlyn Adams announced there is \$435,000.00 in the building fund. There was a donation for \$1,300.50 dollars from First Federal Bank.

VI. SCHEDULING OF NEXT MEETING

The next meeting will be on Wednesday, May 13, 2009, at 6:00 p.m. in the City Hall.

A joint meeting with the Subcommittee and NASF is scheduled for April 16, 2009 at 7:30 p.m. in the PSB.

VII. ADJOURNMENT

The meeting adjourned at 6:44 p.m.

City of Newberg
ANIMAL SHELTER SUBCOMMITTEE MINUTES
APRIL 8, 2009
6:00 P.M.
CITY HALL – 1st FLOOR CONFERENCE ROOM

I. CALL MEETING TO ORDER

Chair Rierson called the meeting to order.

II. ROLL CALL

COUNCIL:

Councilor Bart Rierson, Chairperson
Councilor Marc Shelton, Member
Mayor Bob Andrews (ex-officio)

STAFF:

Terrence D. Mahr, City Attorney
Larry Fain, City Engineer
Jeff Kosmicki, Police Lieutenant
Norma Alley, City Recorder

COUNCIL ABSENT: Councilor Stephen McKinney, Member (excused)

PUBLIC PRESENT: Darlyn Adams, Jan Floren, Bob Holveck, Virginia Jungwirth, Rick Lipinski, Rozeann Dey, and Barbara Brooks.

III. APPROVE MINUTES FOR MARCH 19, 2009

This item was postponed to the next meeting.

IV. UPDATE ON SHELTER: LOCATION, DESIGN, FUNDING & CONSTRUCTION

a. Committee's Report

Chair Rierson announced the City Council had a work session on Monday, April 6, 2009, where they discussed budgets. The City of Newberg budget is tight, but we are not facing serious budget cuts. The Council directed staff to come up with \$350,000.00 to finance the animal shelter and to figure out the best way to finance this project. Most of the properties we looked at for full purchase and getting the shell built, we think we can do it with \$750,000.00. We believe it should be sufficient with the City contributing \$350,000.00 and combining with NASF fundraising of \$750,000.00.

b. Engineer's Report

Larry Fain handed out an updated report (see meeting packet for full written report). At the CPRD Board meeting the Board recommended changing the site. The proposed site was an undesirable and expensive site. This makes the purchase of a one acre parcel on the corner of 14th and River more desirable. Discussions with SP Newsprint/White Birch will be pursued further to look into purchasing this site. Larry Fain added the purchase of the cargo container is continuing to move forward. There are some planning details with setbacks that need to be addressed.

Chair Rierson stated the city manager has secured funding for half of the cargo and will use the NASF funding to purchase the other half.