

*City of Newberg*  
**ANIMAL SHELTER SUBCOMMITTEE MINUTES**  
**OCTOBER 4, 2007**  
**12:00 P.M.**  
**CITY HALL – 2<sup>ND</sup> 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  
Mayor Bob Andrews (ex-officio)

STAFF:

Norma Alley, City Recorder  
Jeff Kosmicki, Police Lieutenant  
Darleen Harding, Animal Control Officer

MEMBERS ABSENT:

Councilor Bart Rierson  
Terrence Mahr, City Attorney

OTHERS PRESENT:

Darlyn Adams, Rozeann Dey

**III. TOUR NEWBERG ANIMAL SHELTER**

The committee walked through the Newberg shelter.

**IV. REVIEW & APPROVE MINUTES FOR THE SEPTEMBER 13, 2007, MEETING**

Minutes were approved by consensus of the subcommittee.

**V. PRESENTATION ON ANIMAL SHELTER TOURS TAKEN**

- A. Photos of Hood River, Wasco, Marion and Yamhill County shelters
- B. Side-by-side comparison of funding and operations of these four shelters and Newberg's Animal Control and shelter

This item has been postponed to the next meeting.

**VI. DISCUSSION**

Chair Palmer stated he has completed the questionnaires for the shelters they toured and asked Councilor Boyes if he would complete the one for Newberg.

Councilor Boyes agreed to do the questionnaire for Newberg.

Chair Palmer expressed his concern for the condition of the Newberg shelter and asked Darleen Harding to put together a report listing suggestions for repairs and the costs to those repairs.

## **VII. OTHER BUSINESS**

Darlyn Adams stated the NASF Board discussed the donation amount for the naming of the new shelter and suggested the amount be raised to \$250,000.

Chair Palmer stated this was in concurrence with the subcommittee and there were no legal ramifications in having the shelter named after someone.

Councilor Boyes stated he would prefer to see our shelter remain in service for Newberg residences and not pursue a partnership with the County or other cities. He suggested using the current shelter location and doing some remodeling. He also recommended increasing revenue by putting more effort into collection of dog licenses.

Darleen Harding stated one way to start could be by putting a flyer in with the water bills and in the welcome wagon package. She stated she would look into doing this and getting copies of the flyer to the Councilors.

Chair Palmer said he is in favor of keeping the shelter in Newberg, but more facts will need to be gathered before coming to any decisions.

## **VIII. SCHEDULING OF NEXT MEETING**

The next meeting is scheduled for October 23, 2007, at 7:00 p.m. in the Newberg City Hall Administration Conference Room.

## **VIII. ADJOURNMENT**

The meeting adjourned at 1:24 p.m.

## **V. UPDATE ON ANIMAL SHELTER TOURS**

Chair Palmer stated there were tours to WASCO and Hood River County, which they found to be very different shelters. WASCO is run by a non-profit with one animal control officer and is funded by the county. Hood River County has one animal control officer and run by volunteers. They also toured Marion County and Yamhill County, which were similarly ran as the other two. There are wide ranges of budgets to fully funded and barely funded.

Mary Newell gave a PowerPoint presentation of on Clatsop County's animal shelter.

## **VI. UPDATE ON LEGALITY OF NAMING ANIMAL SHELTER**

Terry Mahr gave handouts on the naming of the animal shelter and stated there were not any legal restrictions as to what we can name a public building.

## **VII. OTHER BUSINESS**

Councilor Rierson stated he would like to see the shelter's operation funded through licenses and adoption fees.

## **VIII. SCHEDULING OF NEXT MEETING**

The next meeting is scheduled for October 4, 2007, at Noon in the City Hall Administration Conference Room.

## **XI. ADJOURNMENT**

The meeting adjourned at 1:35 p.m.

*City of Newberg*  
**ANIMAL SHELTER SUBCOMMITTEE MINUTES**  
**SEPTEMBER 13, 2007**  
**12:00 P.M.**  
**CITY HALL – 2<sup>ND</sup> FLOOR CONFERENCE ROOM**

**I. CALL MEETING TO ORDER**

Chair Palmer called the meeting to order.

**II. ROLL CALL**

COUNCIL:

Councilor Jeff Palmer, Chairperson  
Councilor Bart Rierson, Member  
Councilor Mike Boyes, Member  
Mayor Bob Andrews (ex-officio)

STAFF:

Terrence Mahr, City Attorney  
Norma Alley, City Recorder  
Mary Newell, Support Svs/911  
Darleen Harding, Animal Control Officer

OTHERS PRESENT:

Darlyn Adams, Claudia Stewart

**III. REVIEW & APPROVE MINUTES FOR THE AUGUST 30, 2007, MEETING**

Minutes were approved by consensus of the subcommittee.

**IV. DISCUSSION ON BONDS AND FUNDING OPTIONS**

**Bonds**

**Grants**

**NASF Fundraising**

**City Funding**

Councilor Rierson stated he received some information from Yamhill County Taxation on how to do a bond. He also talked with Elizabeth Comfort and found out that there is a limit on the total amount of taxation to \$10 per \$1,000 of property with an operating limit of five years. The City is currently at \$7.90. The booklet also states, if in election it is granted, the first time we could collect payment would not be until July 1<sup>st</sup> of the following year and then we would have to wait for the tax payments to come through in November. There is competition for bond money with the Chehalem Park and Recreation District asking for the Cultural Center and possibly the Library expansion. We also need to consider the Council's decision on road improvements and public safety.

Terry Mahr mentioned the possibility of putting a levy on the utility bills and the utility fee that tax exempt properties are not exempt from.

Claudia Stewart, representative of the Newberg School District, discussed bond options and what avenues to pursue if looking into a bond measure.