



City Council
July 6th, 2026
6pm

Newberg Public Safety Building 401 E. Third Street
Denise Bacon Community Room

Online: <https://us06web.zoom.us/j/89536547180>

[Public Comment Registration](#)

[View Slides](#)

-
1. Call to Order
 2. Roll Call
 3. Pledge of Allegiance
 4. [City Manager Narrative Report on June](#)
 - a. [Presentation](#)
 5. Public Comments
 6. Proclamation
 - 6.1. [Old Fashioned Festival](#)
 7. New Business
 - 7.1. [ADA Accommodation Request Policy](#)
 - a. [Attachment 1: Policy](#)
 - 7.2. [Public Records Request Presentation](#)
 - a. [Presentation](#)
 - 7.3. [Surplus of Properties near Airpark](#)
 - 7.4. [Illinois Street Closure Discussion](#)

Adjournment

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

*Indicates supplementary item

REQUEST FOR COUNCIL ACTION



Date Action Requested: (July 6, 2026)

Order <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Information <input checked="" type="checkbox"/> Proclamation <input type="checkbox"/>	
Subject: CM narrative for June 2026 events	Staff: Will Worthey CM Department: Administration
Work Session <input type="checkbox"/> Business Session <input checked="" type="checkbox"/>	Order On Agenda: CM report

Is this item state mandated? Yes No

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

Recommendation: NA

Executive Summary: The summary of events conducted by city departments in June of 2026.

Fiscal Impact: All were conventionally budgeted items.

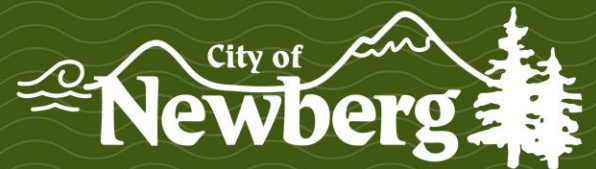
Council Goals:

Goal 4: Create and maintain a high level of transparency with our residents in order to build trust.

O1: Expand communication outreach in regard to regular city events and additional involvement with city businesses by the end of 2026.

Newberg CM report

Monthly Events for June 2026



Engineering

- River Street Ad Hoc Committee meeting #2 was held on June 25th to discuss hybrid design typical section #4
- This is a part of our ongoing update to the city design standards to make them more easy for everyone to use
- Archived the documents and “as built” for the projects we have finished over the last year
- The main Street water line project from the current CIP list is currently out to bid.

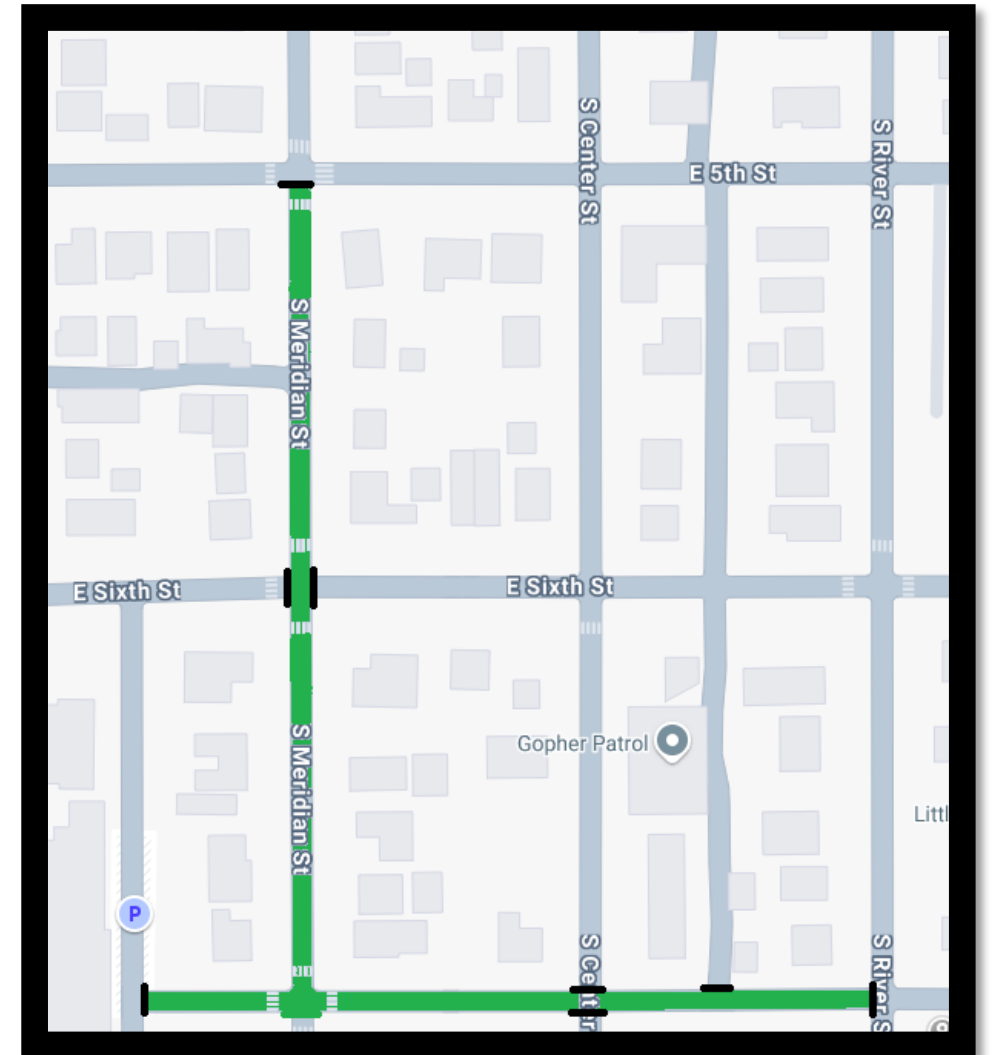
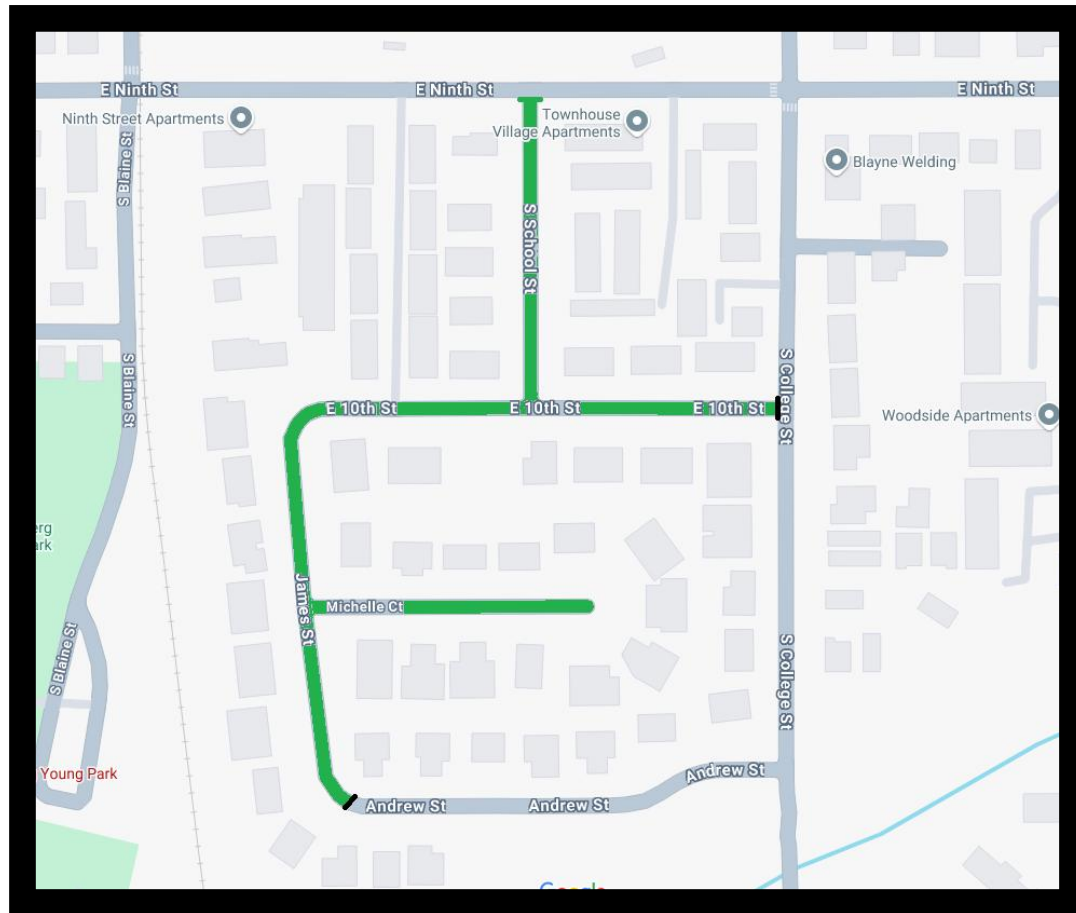
City Hall Roof!

- From the middle of June Capital Engineering worked on preparing City Halls roof to have greater R values to prevent any future freeze event
- At this time construction is underway and on scheduled (6/29/2024)



Engineering

Dates have been set for this years Slurry seal and grind and inlay work in July and August. These Southern streets get the G/I treatment July 7th to 10th



For the month of June Finance did the following:

- Auditors onsite for interim fieldwork testing
- Assisted in HR Manager interviews
- Assisted in Court Clerk II interviews
- Finalizing a new Purchase Card Policy
- Began work on new Capital Improvement list planning for BY 27-29

Library Events

- Our first week of Summer Reading was busier than last year by 250 people, for a whopping 2,659 people visiting the library that week.
- The first week of Summer Reading Circulation staff made nearly 80 new library cards.
- For the second year in a row, over 30 teen volunteers have assigned shifts and are diligently helping library staff out by running Summer Reading logistics during the busiest times.

More Library Events

- Teen help allows library staff to continue answering reference questions, giving book recommendations, and help patrons out on the public computers, etc
- The library mascot is making its way around downtown Newberg. The Chehalem Cultural Center staff came up with a fantastic hiding place for the mascot (see picture next slide)
- The outside library windowsills received attention this month as masonry work was done to restore the crumbling sills around the building
- Thanks to Fatin and Danette for their work overseeing the project



What a Clever idea
for a hiding spot for
a giant Spud!

City Recorder

- Both the City Recorder and Deputy Records attended Northwest Clerks Institute making progress towards further certification
- Conducted base level planning to bring our Emergency Management to the next level
- Exploring new options for records management platforms- more to come this evening!
- Created and launched ethics training for all staff

IT Events

- New System Admin Devin Started June 29th.
- Devin is a Newberg resident and worked as a systems administrator for Providence.
- Hubbard PD went live with dispatch; IT has been supporting dispatch and Hubbard through the go live process.
- IT began cleaning up the server room, before and after pictures are on the next slides - Much more to do!

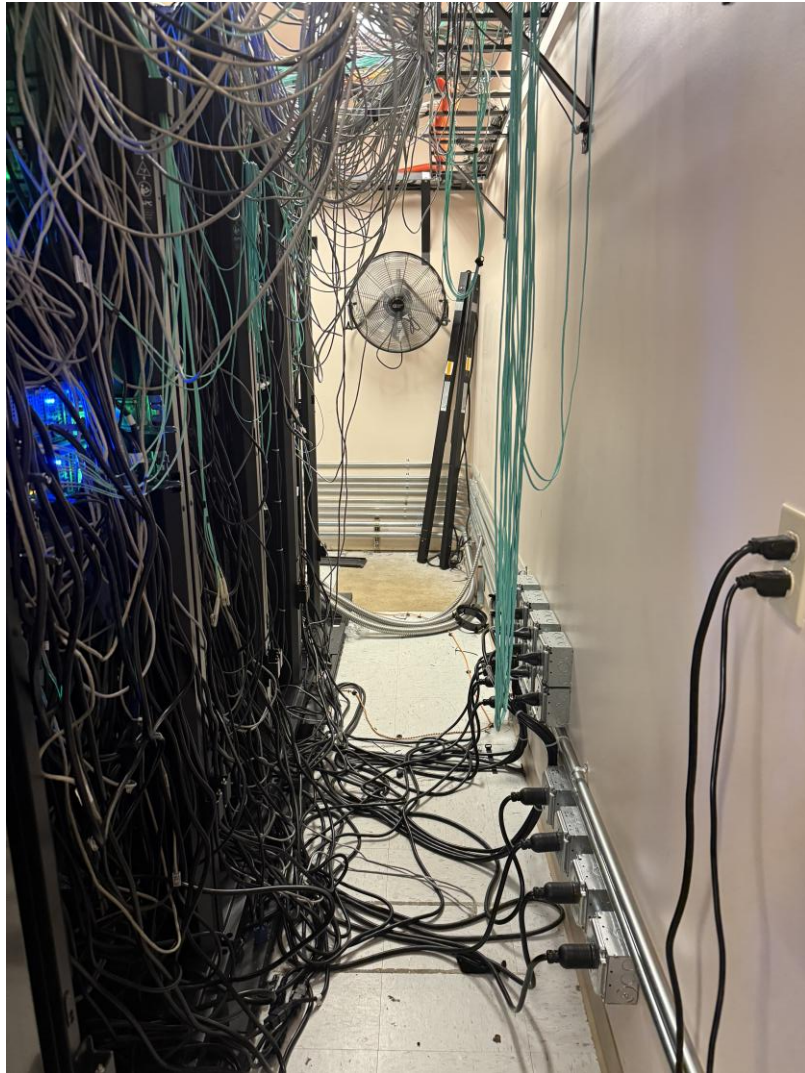
Server Cleanup in Progress!



Before and after
note all the old
servers removed
from the racks

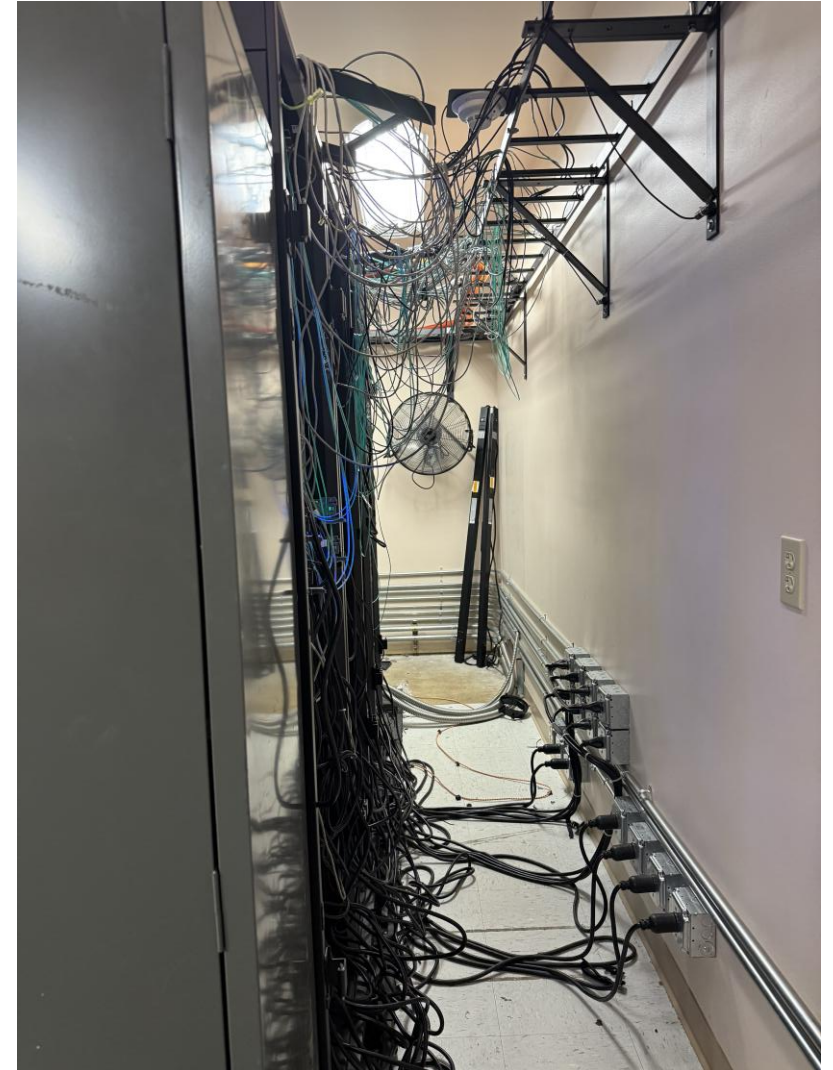


Server Cleanup in Progress!



Cable cleanup -
Before and after

Less cable and
better organization



NDPD

- During the week of May 25th through June 6th our center was receiving “ghost 911” calls as our local phone carrier was trying to fix a 911 outage caused by faulty equipment on their end
- Each of those 911 calls have to be answered not knowing if it’s testing or an actual 911 call this was very challenging for our staff
- Our two newest reserve officers, Jordan and Daniel, graduated from the MVRT Academy. It was great ceremony, and it was well attended by their family and friends. Jordan earned the award for top academic performance



Corporal Linc, with new reserve officers Chapin, Rivas and Sgt. Eubanks



Sgt. Hagen on
a bike patrol

Community Development

Pre-Application meetings were held for the following projects:

- Steve's Auto Site Remodel
- Manufacturing and potential of apartments and other middle housing units on the old DCI site (305 N Springbrook)
- Updated turf/grass for Spring Meadow Park
- Minthorn Hall relocation (this happens June 24th)

Community Development

- Notice requirements for residential projects will be changing July 1st due to state requirements
- This means less notice for residential projects and appeals (generally limited to 100 feet and only applicant can appeal in most cases)
- New ADEC parking lot submitted for design review
- Still waiting on IGA approval from State for Housing Capacity Analysis Work
- UGB 1537 Solicitation went out June 1st

Here is the report for HR!

- Our excellent new HR Manager, Jenna Gray, started on June 24th following the retirement of the Interim HR Manager, Alison Seiler.
- HR collaborated with Alan McKeel to put on the 3rd lunch and learn of the year (photo next slide)
- HR attended the annual CIS Employer Benefit Renewal and Benefits Advisory Committee meetings

Lunch and Learn
presented by rock
star maps expert
Alan McKeel

**“You are here and
so is the data”**



Community Engagement Happenings!

- Drafted press release and multi-platform social media content for the 2025 Water Quality Report
- Produced resident communications around summer pavement preservation work with contractors Eagle Elsner and Doolittle
- Collaborated with Community Development on a multi-format communications push for Oregon HB 4037 land use notification changes (press release, FAQ, website post) ahead of the July 1 effective date

More Engagement!

- Drafted a press release announcing new HR Manager Jenna Gray
- Created press release and social content for Public Works Day (June 17) at Newberg Public Library, coordinated booth and activity for the event, photographed the event
- Continued promoting the America 250 / Fourth of July celebration ahead of the event
- Finalized and publicized a new Budget Explainer video to help residents understand the city's budget process and how we responsibly use tap water

Public Works Treatment Plant Happenings

Repairs Completed:

- Leak in WWTP hypochlorite dosing system
- WTP hydroxide fire suppression system
- Hypochlorite generator maintenance
- Flushing and leak repair on WTP hydroxide dosing line
- Annual clarifier inspections
- Auto greasing system for composter
- Annual Flow Meter Certification and Crane inspections



Monthly Water activities for June

- Water main flushing
- Water meter replacement
- Customer service response
- Water valve can replacement
- North School water main leak
- Water Hydrant pressure wash
- Water Hydrant maintenance
- Water valve exercise
- Air relief valve repairs
- Air relief valve inspections

Monthly Streets Activities for June

Phase 2 of crack sealing. Hillsdale Dr, Ivy Dr, and Oak Knoll. On track to be finished on time.

Rehabilitated and graded Medici/Bells Rd driveway. As well as access road to city shed.



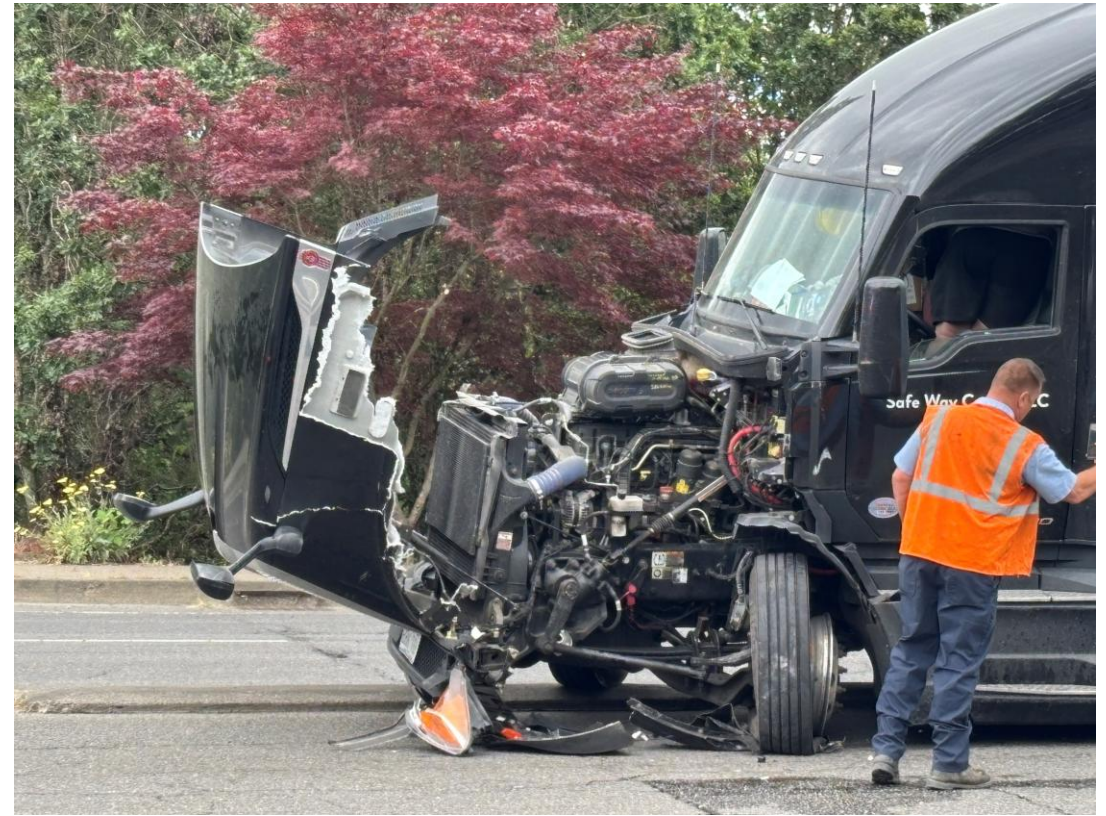
Monthly Sewer / Storm activities

- 216 E. 3rd St. – Concrete apron placement completed
- Completed 10 water quality pond debris removal/maintenance tasks
- 616 Old Hwy 99 – Sewer lateral replacement
- Led and Participated in Public Works Day activities
- Completed scheduled street sweeping
- Performed yard maintenance
- Excavated for the Public Safety Building flagpole for new flag
- Excavated for the pedestrian crossing pedestal on Fernwood Rd for Engineering

Monthly Fleet Management activities

- Police MRAP fix taillights and turn signals
- Police Vehicles Preventative Maintenance services and repairs
- School District Vans Preventative Maintenance service and brakes repairs to sliding door
- Public Works Maintenance vehicles Preventative Maintenance services and repairs

... and a whole lot of street sweeping and debris pickup!



So that's it for a smashing June!

As you can see, residents' tax dollars have been hard at work as usual.

Questions?

REQUEST FOR COUNCIL ACTION



Date Action Requested: July 6th, 2026

Order <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Information <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/>	
Subject: 2026 Old Fashioned Festival Proclamation	Staff: Rachel Thomas Department: Administration
Business Session	Order On Agenda: Proclamation

Is this item state mandated? Yes No

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

Recommendation: Issue a proclamation declaring July 23-26, 2026, as Newberg Old fashioned Festival week in the City of Newberg

Executive Summary: Newberg Old Fashioned Festival is an annual community event traditionally held the last weekend in July. This multiple day event is focused on family and community events, sponsored by local businesses, entities and community members.

REQUEST FOR COUNCIL ACTION



PROCLAMATION

A PROCLAMATION DECLARING JULY 23-26, 2026 AS NEWBERG OLD FASHIONED FESTIVAL WEEK IN THE CITY OF NEWBERG

WHEREAS, the City of Newberg is a family friendly community that hosts many gatherings, numerous celebrations, and a variety of entertainment venues where old friends and new ones can get together; and

WHEREAS, each year the City of Newberg and many members of the community participate by celebrating community spirit, during the last full weekend in July; and

WHEREAS, the City of Newberg welcomes the community and visitors each year to join them in the Newberg Old Fashioned Festival activities, and enjoy the camaraderie and sense of community built by the festival of this extent; and

WHEREAS, the many Newberg Old Fashioned Festival events that take place during the week bring the community together for fun and entertainment. The theme for this year is "Then and Now."

NOW, THEREFORE, be it resolved that the Mayor and City Council of Newberg, Oregon do hereby proclaim July 23-26, 2026,

NOW, THEREFORE, I, Bill Rosacker, Mayor of the City of Newberg, Oregon,

IN WITNESS WHEREOF, I have hereunto set my hand and cause the Seal of the City of Newberg to be affixed on this 6th day of July, 2026.

Bill Rosacker, Mayor

REQUEST FOR COUNCIL ACTION



Date Action Requested: July 6, 2026

Order <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Information <input type="checkbox"/> Proclamation <input type="checkbox"/>	
No. 2026-4029	
Subject: A resolution to adopt ADA accommodation and complaint policies for members of the public engaging in city activities.	Staff: Rachel Thomas Department: Administration
	Order On Agenda: New Business
Hearing Type: Administrative	

Is this item state mandated? Yes No

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

Recommendation: Consider the proposed ADA policy and accompanying accommodation and complaint form and adopt if desired.

Motion: To approve Resolution 2026-4029 to adopt ADA accommodation and complaint policies for members of the public engaging in city activities.

Executive Summary: The current process for members of the public to request accommodation for city events, meetings, and activities is very limited, simply directing those to contact staff members for assistance. A more formal policy and procedure is being proposed that enhances clarity and ensures that needs are heard and addressed in a timely manner. The proposed form will be embedded in the city website and routed to the City Recorder for processing. The proposed process increases transparency around the process and creates a formal method for requesting accommodation or making an ADA complaint to ensure they are handled promptly. Members of the public who are unable to complete the form themselves will have the option of calling an employee or meeting in person for assistance.

Fiscal Impact: N/A

Council Goals:

Goal 3: Create and maintain a high level of transparency with our residents in order to build trust.
Continuous Goal F: Continue to create and maintain a high level of customer service by following our customer service guides. All staff will undertake training on this subject annually.

REQUEST FOR COUNCIL ACTION



RESOLUTION NO. 2026-4029

A Resolution to adopt ADA accommodation and complaint policies for members of the public engaging in city activities.

Recitals:

1. The current ADA accommodation process is vague and does not meet the needs of the public.
2. Council desires to create transparent processes for members of the public.
3. It is essential to create straightforward processes for ADA accommodation to ensure access to all city activities.

The City of Newberg Resolves as Follows:

1. Adopt the ADA accommodation policy in Exhibit A.

Effective Date of this resolution is the day after the adoption date, which is: _____, 2026.

Adopted by the City Council of Newberg, Oregon, this ____ day of _____, 2026.

Rachel Thomas, City Recorder

Attest by the Mayor this _____ day of _____, 2026.

Bill Rosacker, Mayor

City of Newberg ADA Accommodations Policy

The City of Newberg (the City) strives to ensure meaningful access to City of Newberg programs, services, and activities to comply with ADA Title II and Oregon laws, regulations, and ordinances. To that end, the City reasonably provides translation, interpretation, modifications, reasonable accommodations, alternative formats, auxiliary aids, and services.

To request a reasonable accommodation under the Americans with Disabilities Act (ADA) for any City of Newberg program, service, event, or activity and ensure the best response, please make your request at least five (5) business days before the program or event, if possible. Please note that in accordance with ORS 192.630(5)(b), an individual requesting an interpreter for persons who are deaf or hard of hearing must (1) give the City at least 48 hours' notice of the request for an interpreter and (2) provide the name of the requester, sign language preference, and any other relevant information the City may request. If a public meeting is held with less than 48 hours' notice, the City will make a reasonable effort to have an interpreter present is requested, but the requirement for an interpreter does not apply to emergency meetings.

Use the form on the city website to request a reasonable accommodation, alternative format of communication, American Sign Language (ASL) interpreter or modification of policies and procedures to access City programs, services, events, and activities or to make a complaint about the same. If you prefer, you can also call (503)537-1283 or email cityrecorder@newbergoregon.gov and Rachel Thomas, City Recorder will assist you in completing your request.

Note: Information related to ADA Title I Reasonable Accommodations for current and prospective City employees is available from [the City of Newberg Human Resources](#).

City of Newberg ADA Grievance Procedure and Process

We have adopted a grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the U.S. Department of Justice regulations implementing Title II of the Americans with Disabilities Act. Complaints should be addressed to the employee designated as ADA coordinator: Rachel Thomas, City Recorder, City of Newberg, P. O. Box 970, Newberg, Oregon, 97132, (503) 537-1283, cityrecorder@newbergoregon.gov.

1. A complaint regarding access or discrimination should be filed in writing or verbally. It must contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.
2. A complaint should be filed within thirty days after the complainant becomes aware of the alleged violation.

3. An investigation, as may be appropriate, shall follow a filing of a complaint. The ADA Coordinator or designee shall conduct the investigation. This procedure anticipates informal but thorough investigations, affording all interested persons and their representative, if any, an opportunity to submit evidence relevant to the complaint.
4. The ADA Coordinator shall issue a written determination as to the validity of the complaint and a description of the resolution or planned resolution, if any, within 30 calendar days.
5. If the complaint cannot be resolved to the satisfaction of the complainant by the ADA Coordinator, it shall be forwarded to the City Council. In accordance with the public meeting law, the Council at a public meeting shall hear the complaint and consider any written documentation timely filed by the parties. The Council will strive to make a determination on the complaint within 30 calendar days from the date of the hearing. The decision of the City Council is final.
Note: After the issuance for a final decision, the City reserves the right to summarily deny a complaint filed by the same complainant, or on their behalf, that raises identical issues, as determined by the City with consultation with the ADA coordinator.
6. The City Recorder shall maintain the files and records of the City of Newberg relating to the complaints filed.
7. The right of a person to a prompt and equitable resolution of the complaint filed, hereunder, shall not be impaired by the person's pursuit of other remedies, such as the filing of an ADA complaint with the responsible federal department or agency. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies.
8. These rules shall be construed to protect the substantive rights of interested persons to meet the appropriate due process standards, and to assure that the City of Newberg complies with the ADA and implementing regulations.
9. Timelines referred to above concerning the scheduling of hearings may be extended if, after reasonable effort and justification, the hearing cannot be conducted within the 30-calendar day limitation period.
10. All decisions shall be sent to the complainant in writing within 30 calendar days of the date of the hearing and shall be retained in the program file. Phone notification shall also be made in cases involving visually impaired individuals.

11. The ADA Coordinator may modify this grievance and appeal process in order to assure equal access to programs, services and activities for people with disabilities.
12. Nothing in this grievance process is meant to be used for any personnel, EEO, or labor agreement grievance procedure for the City of Newberg. Contact the City Human Resources Department for further information regarding Title I grievances or grievances related to Oregon employment laws and regulations.

Request Form Fields:

(Note: the following will be created as an embedded form on our website that meets WCAG compliance requirements.)

For whom are you making this request or complaint?

- Myself
- Someone else

Contact information

- Your name:
- Your email:
- Phone:
- Accommodation request for:

ATTESTATION

By completing this form, I am attesting that I have or the individual I am making this request or complaint for has a disability covered by the Americans with Disabilities Act and that the information I'm providing in this form is true, to the best of my knowledge and belief.

Confidentiality Waiver

It is City policy to keep the information you provide on this form confidential to the extent possible. Your information will be kept confidential unless you check the box certifying that you would like to waive confidentiality.

Note: The information you provide in this form is considered a public record under Oregon Public Records Law and may be made available to the public on request should confidentiality be waved.

- I do not waive confidentiality.
- I choose to waive confidentiality.

I would like to request that the City:

- Provide reasonable accommodations for a City activity, event, or program**

Name of activity, event, or program:

Date of event: (mm/dd/yyyy)

Location of event:

Event host: (Please specify the City department, office, program, project, or elected official that is hosting the event, if you know.)

Event details URL: (Please copy and paste the URL address of the event, program, or material's website, if known.)

What type of reasonable accommodations are you requesting? Check all that apply.

- Accessible parking
- An accessible entrance to the event and routes to restrooms
- Communication aids
- Materials in an accessible format
- Something else. Please describe:
- Provide reasonable accommodations for the registration process and account set up for City activities**

What type of assistance do you need?

- Setting up my library account (the system the Newberg Public Library uses for library-based activity access)
- Registering for Talking Book and/or Braille Services
- Instructions and resources to help me get signed up for upcoming activities
- Provide City materials in a format that is accessible to me**

Are the materials you are requesting:

- on the City's website?
- for a specific event or activity?
- a printed document not available online?
- Something else. Name and/or description of document:

The app/page you last visited: (insert link)

Please describe the issue:

- Remove a barrier or make it easier to access a street, sidewalk, trail, or other City-owned space (such as removing an obstruction on a sidewalk, adding crosswalks, or improving signage)**

What type of issue are you reporting? How can we make access easier for you?

- Barrier - There is a barrier, obstruction, or something in the way that is preventing access
- Parking - There is no accessible parking, or there is a problem with existing spots
- Signage - There are no signs, or signs are unclear
- Something else. Please describe:
- Description of issue**

Please describe the issue in detail. How can we make it easier to access your City? To protect your privacy, do not include any personal or health-related information.

Location of barrier or issue

- Location Name: (If this location has a name please enter it here.)
- Location Details:
Please provide any other details that might help us locate the site you are reporting.)
- **Change or modify a policy or procedure (for example, allow community members with disabilities early entry to an event, allow a companion to attend a class or activity)**

What is your request? Please describe the policy or procedure change you are requesting. To protect your privacy, do not include any personal or health-related information.

- **Something else. Please describe your request. To protect your privacy, do not include any personal or health-related information.**

REQUEST FOR COUNCIL ACTION



Date Action Requested: July 6, 2026

Order <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Information <input checked="" type="checkbox"/> Proclamation <input type="checkbox"/>	
Subject: Public Records and Data on Records Requests	Staff: Rachel Thomas Department: City Recorder
	Order On Agenda: New Business

Is this item state mandated? Yes No

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

Recommendation: Receive presentation from staff.

Executive Summary: During the discussion of the Master Fee schedule this spring, the imposition of the \$400 fee for legal review of public records was discussed. Council requested a presentation on public records with data about charges and the considerations that went into this fee. They also requested an update with information about what could be done to improve the self service public records options offered by the city.

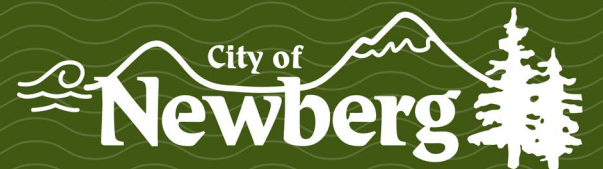
Fiscal Impact: N/A

Council Goals:

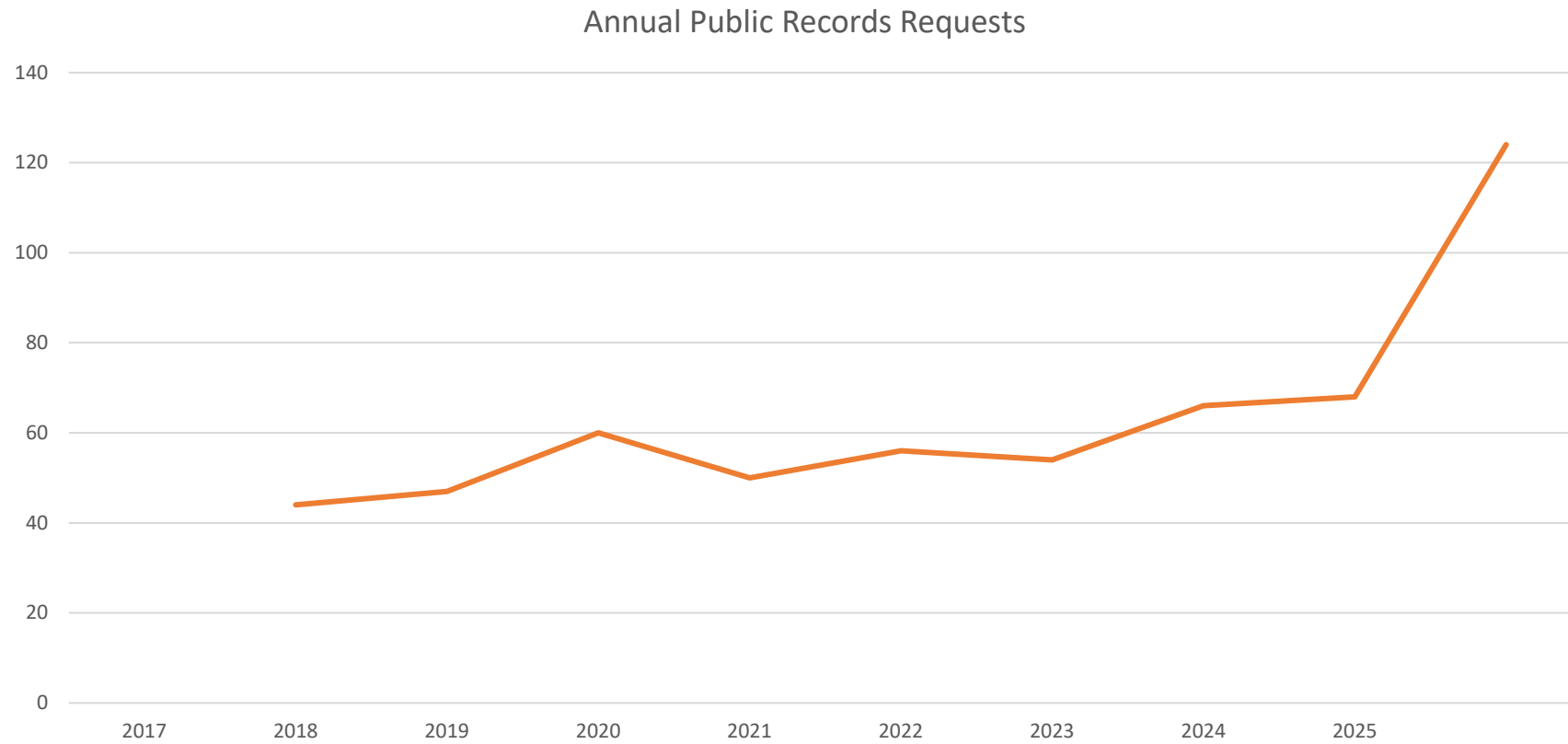
Goal 3: Create and maintain a high level of transparency with our residents in order to build trust.

Goal 4: Implement a careful and prudent fiscal policy.

Public Records Requests



Requests Received



Staff Time Spent

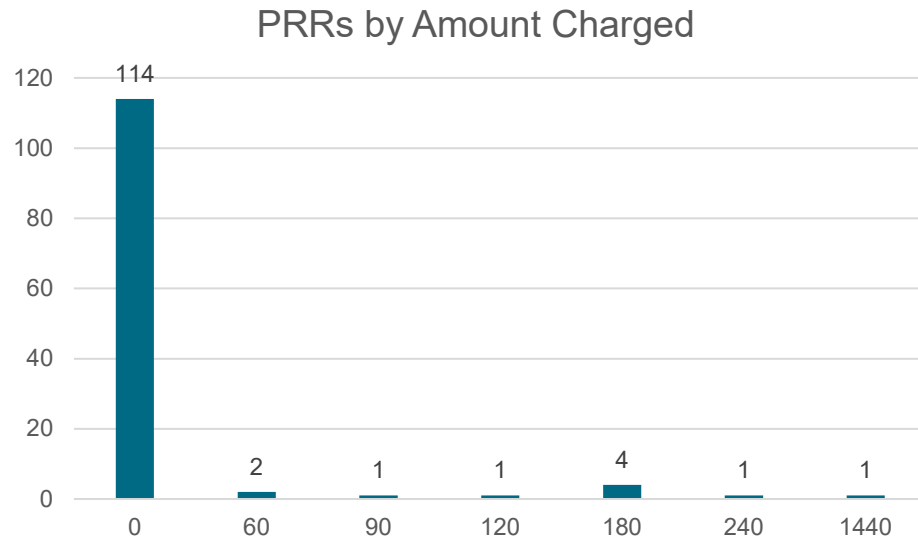
- Approximately 131 staff hours for PRRs in 2025
- The vast majority do not incur a charge



Who is requesting these?

- 24 requests came from data aggregators
- Others are from residents, researchers, engineering companies, and more!
- In Oregon, records are open to all who ask

Who is being charged?



- 124 total
- 10 incurred a charge
- 5 of these were data aggregators
- 6 chose to pay
- 1 refund was issued
- Others narrowed request or chose to cancel
- 2 Legal- not charged

The Customer Service Touch

- Narrowing the scope to avoid charges
- Self service options (ORMS)
- Indexes to common requests
- Sending links when records are readily available
- Permit portal in Open Gov
- What's happening on my street?
- Redactions done in house

What do we charge?

- 60/hour after the 1st hour for staff time
- \$400/hour for legal review
- Minimal duplication costs for physical copies
- We believe a flat rate increases transparency around fees

Cost to the City

- Average Loaded Rate for Employees- \$71.50/hour
- Legal fees- \$315-800/hour depending on service, typical services in the \$400 range
- For all requests that take less than an hour, we eat the cost
- For all requests we charge for, actual cost for the city is higher

Surrounding Cities

- Oregon City- Loaded Rate, charge for carton retrieval
- Lincoln City- Loaded Rate
- Milwaukie- Loaded Rate
- Happy Valley- \$69-284 based on role of person involved
- St. Helens- Loaded Rate
- McMinnville-Actual Cost
- Sherwood- Loaded Rates
- Most waive first 15-30 minutes

Legal Fees

- When legal is internal- loaded rate
- When legal is external- actual cost

Scenario A

- \$400,000 request for over 5 years of data and a specialized report
- Records as requested would have taken years to redact and process and would involve extensive legal review

Negotiations

- Discussed and gave quote, offered alternatives
- Were able to offer an alternate path involving only 3 hours of staff time and no legal involvement

Scenario B

- Request for emails that would have taken 24 hours of staff time for search and redaction
- Quote given for \$1440

Negotiations

- Discussed and gave quote, discussed what they were specifically looking for
- Narrowed the search parameters
- Were able to offer the records free of charge

Scenario C

- Request for building files for an address
- Records quickly located in our digital system and sent free of charge



Most common!

Are we allowed to charge fees?

Yes, ORS 192.324(4)(a) allows fees:

- Reasonably calculated to reimburse the city for its costs

Going Digital

- 620+ physical boxes in 2023
- Less than 100 boxes left
- 38,000 records in the webdrawer (ORMS)
- Digital records management practices in place

Status of Public Records

- Prior to the new website- no self service records
- Meeting agendas and minutes were available
- New website- went back 6 months with agendas and minutes
 - Archived after 2 years
- Added Public Records Page
 - Self service records (ORMS)
 - Indexes
 - Request form

Public Records

A public record includes, but is not limited to, a document, book, paper, photograph, file, sound recording or machine readable electronic record, regardless of physical form or characteristics, made, received, filed or recorded in pursuance of law or in connection with the transaction of public business(ORS 192.005(5)). The public has the right to inspect any public record of the City of Newberg that is not exempt from disclosure (ORS 192.420). There are several ways to access the records of the city:

[View Public Meeting Details](#)

[Self Service Records Portal](#)

[Submit a Public Records Request](#)

For Police Records, please follow this link:

[Request Police Records](#)

Find more information on these options below.

Search Records

We are currently in the process of digitizing and making available records through Oregon Records Management System. More records are available each month. Below is a link to search our entire repository as well as some saved searches to get you directly to some of our most frequently requested records.

[Search Digital Records](#)

Contact Us

City Recorder

414 E. First Street
Newberg, OR 97132

(503) 537-1283

cityrecorder@newbergoregon.gov

Related Pages

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[Agendas & Minutes](#)

[Public Records](#)

[Municipal Code](#)

[City Council](#)

[Boards And Commissions](#)

[Departments](#)

[City Calendar](#)

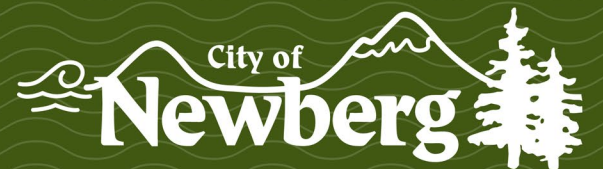
[Contact Us](#)

[Join Our Team](#)

Next Steps

- Vetting a new system for public records
- ORMS is not meeting our transparency needs
- Indexes and search guides will continue
- Some records will always need to be through the PRR process

Questions?



REQUEST FOR COUNCIL ACTION



Date Action Requested: (July 6, 2026)

Order <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Information <input type="checkbox"/> Proclamation <input type="checkbox"/>	
No. 2026-4036	
Subject: A RESOLUTION DECLARING TWO SMALL PARCELS OF LAND NEAR SPORTSMANS AIRPARK SURPLUS	Staff: CM Department: Administration
Business Session	Order On Agenda:
Hearing Type: Administrative	

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 makes a motion to approve Resolution 2026-4036: Declaring two small parcels of land south of Sportsman Airpark as surplus.

Executive Summary: The city owns two sections of unused real property south of Sportman Airpark Yamhill County Tax lot numbers R322000601 & R322000700. The property is no longer used for city business and must be declared surplus to enter into a disposition process.

Fiscal Impact: The property is of no practical value as it sits in the final approach flight path of the air strip.

Council Goals:

Continuing Goal A: Ensure Newberg infrastructure (roads, water, city employees) is in good repair and supply.

REQUEST FOR COUNCIL ACTION



RESOLUTION No. 2026-4036

A RESOLUTION DECLARING TWO SMALL PARCELS OF LAND NEAR SPORTSMANS AIRPARK SURPLUS

Recitals:

1. The City owns two sections of unused real property south of Sportman Airpark Yamhill County Tax lot numbers R322000601 & R322000700 in unincorporated Yamhill County, which is depicted and described in more detail on Exhibit A to this Resolution (the Property);
2. The City has the authority to declare real property as surplus and dispose of such real property under ORS 271.310 when such real property is no longer suitable or needed for the duties and responsibilities of the City or for a public purpose
3. The Property has been vacant under the City's ownership for over 40 years, the City is not using the Property, and the City does not have plans to use the Property;

The City of Newberg Resolves as Follows:

1. **Surplus Property Declaration.** The City Council declares:

- a. The Property is no longer suitable or needed for the duties and responsibilities of the City or for a public purpose; and
- b. The Property is surplus.

2. **Authorization.** The City Council hereby authorizes and directs the City Manager to begin the disposition process for the surplus property in accordance with the requirements of ORS 221.725, and to file any and all necessary public notices, and to file any and all other required and necessary documents for the disposition process.

REQUEST FOR COUNCIL ACTION



Effective Date of this resolution is the day after the adoption date, which is: July 7, 2026.

Adopted by the City Council of Newberg, Oregon, this 6th day of July, 2026.

Rachel Thomas, City Recorder

Attest by the Mayor this 6th day of July, 2026.

Bill Rosacker, Mayor

REQUEST FOR COUNCIL ACTION



Date Action Requested: (July 6, 2026)

Order <input type="checkbox"/>	Ordinance <input type="checkbox"/>	Resolution <input type="checkbox"/>	Motion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>	Proclamation <input type="checkbox"/>
Subject: A Discussion on the trial Illinois Street Closure Topic			Staff: CM Department: Capital Engineering		
			Order On Agenda: Discussion Item		

Is this item state mandated? Yes No

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

Recommendation:

Since this item is already on the agenda for the July 13th Traffic Safety Commission (TSC) Meeting Staff recommends that council makes no decision until hearing a recommendation from TSC.

Executive Summary:

Due to the lack of value in running a \$200,000 (or more) engineering study for the Main Street / Illinois junction that could have little practical value the City Council approved a trial closure of the area under discussion in 2025. This trial occurred after checking with the most proximate neighbors and the PPM logistical manager. At that time the PPM logistics manager stated that heavy trucks should never utilize that junction and it was their policy that this never be attempted by their drivers.

The trial has run for over six months. The trial is being discussed at the next TSC. ODOT has stated publicly (during the recent work connected to the road diet for the couplet) that they have no funds for any signalized intersection. Additionally, any roundabout would require substantial land takings at that location and over \$1M in expenditures. Staff feels that it is always valuable to allow our hard-working volunteer board members to have a chance to carry out their appointed role.

Fiscal Impact:

The city has saved at least \$200,000 by not doing a pointless engineering study of the junction. ODOT has stated that it has no funds to put in a signalized intersection. That would be the best solution to the issue, and it is off the table per ODOT.

Council Goals:

Generally, not running a pointless engineering study at that junction aligns with:

Goal 4: Implement a careful and prudent fiscal policy.