



City Council
October 19, 2026
6:00pm

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 Statistical Report on August](#)**
 - 4.1. [Presentation](#)**
 - 5. Public Comments**
 - 6. Continued Business**
 - 6.1. [Flagpole Maintenance](#)**
 - a. [Exhibit A: Flagpole Maintenance Policy and Procedure](#)**
 - 7. New Business**
 - 7.1. [Public Works Workplan Presentation](#)**
 - a. [Presentation](#)**
 - 7.2. Mill Site Discussion**
 - 8. 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 a supplementary item

REQUEST FOR COUNCIL ACTION



Date Action Requested: (October 19, 2026)

Order ☐	Ordinance ☐	Resolution ☐	Motion ☐	Information ☒	Proclamation ☐
Subject: CM statistics for August 2026			Staff: Will Worthey CM Department: Administration		
Work Session ☐ Business Session ☒			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 August of 2026.

Fiscal Impact: All were conventionally budgeted items.

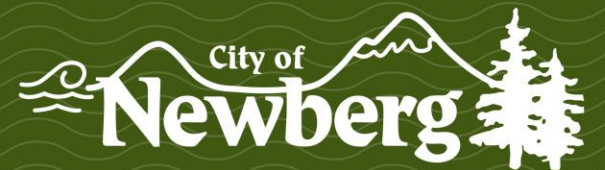
Council Goals:

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 Statistics to the End of August 2026



Planning: combined planning decisions of all sorts*: 2

**Average
2022**

11.7

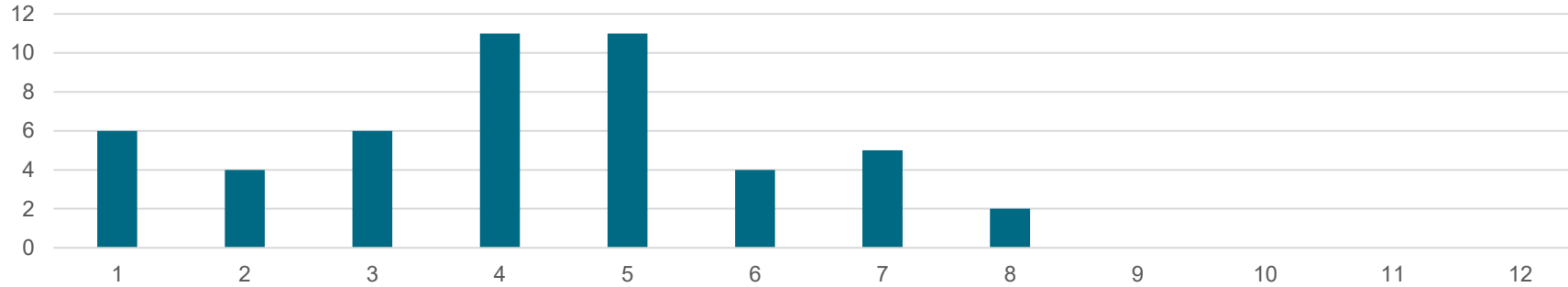
**Average
2023**

11.8

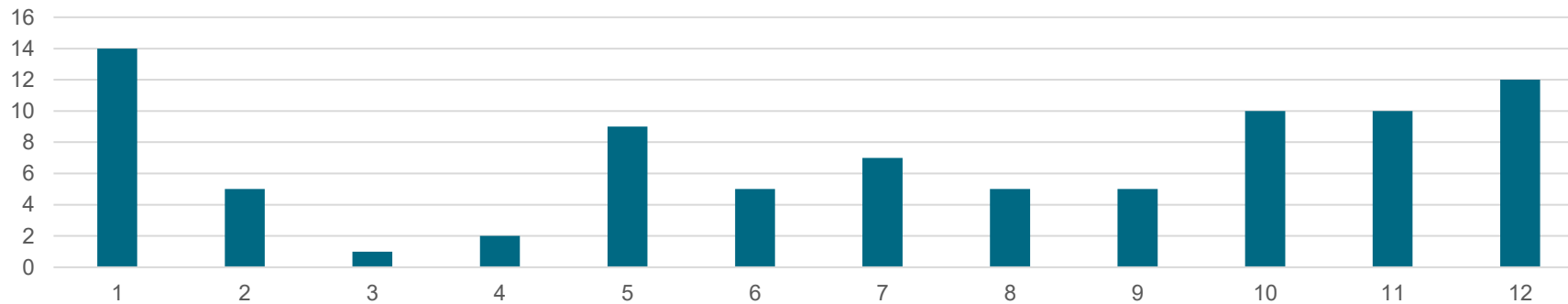
**Average
2024**

8.6

Planning Decisions



2025 Planning Decisions Average: 7.1



* Combined from the Director, Planning Commission and Council

Planning: building permits for housing units: 7

**Average
2022**

15

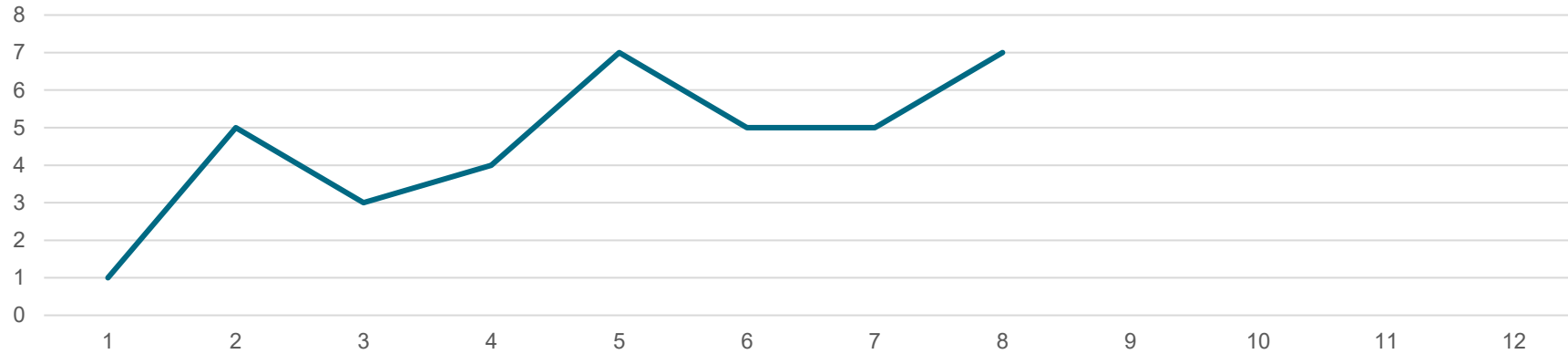
**Average
2023**

7.8

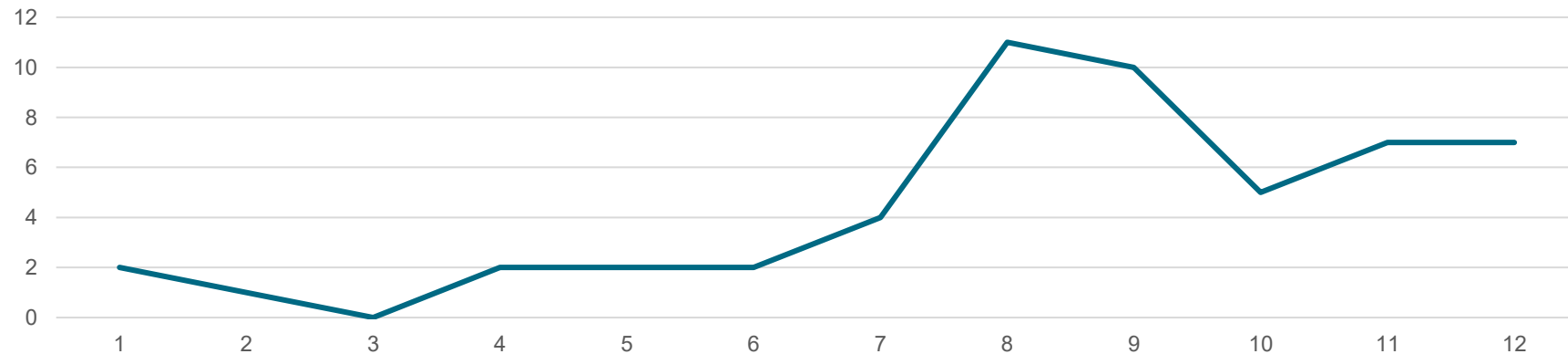
**Average
2024**

5.7

Permits for units



2025 Permits for units Average: 4.4



Planning: building permits other types: 58

**Average
2022**

122

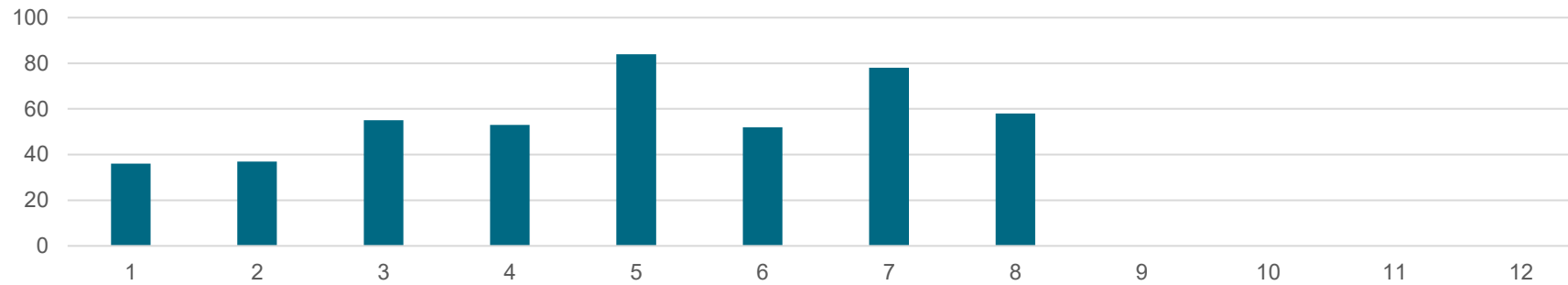
**Average
2023**

101

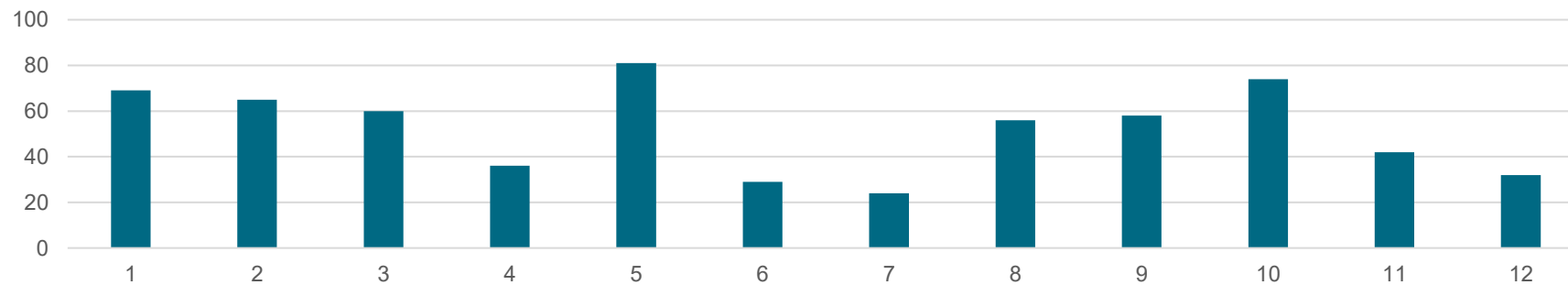
**Average
2024**

55.3

Other Building Permits

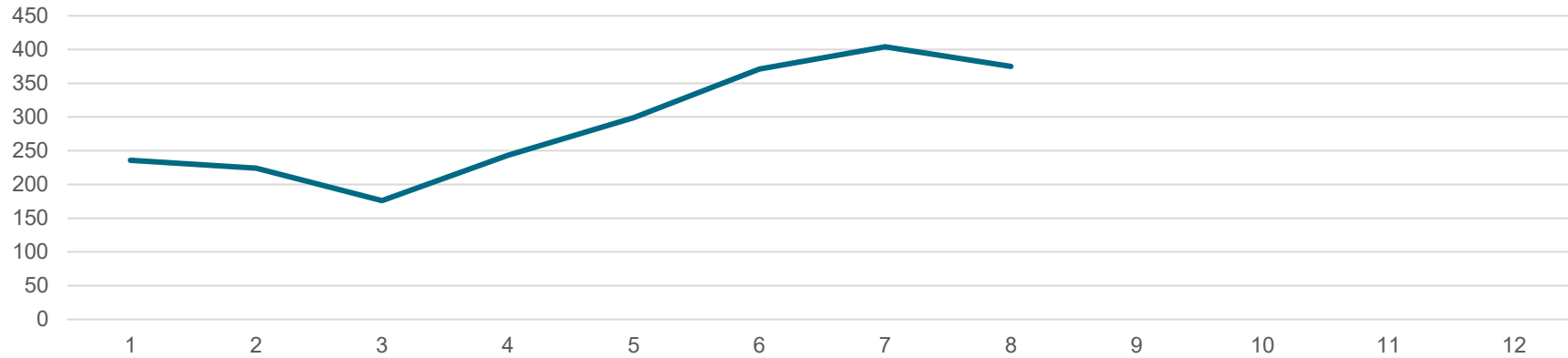


2025 Other Building Permits Average: 52.1

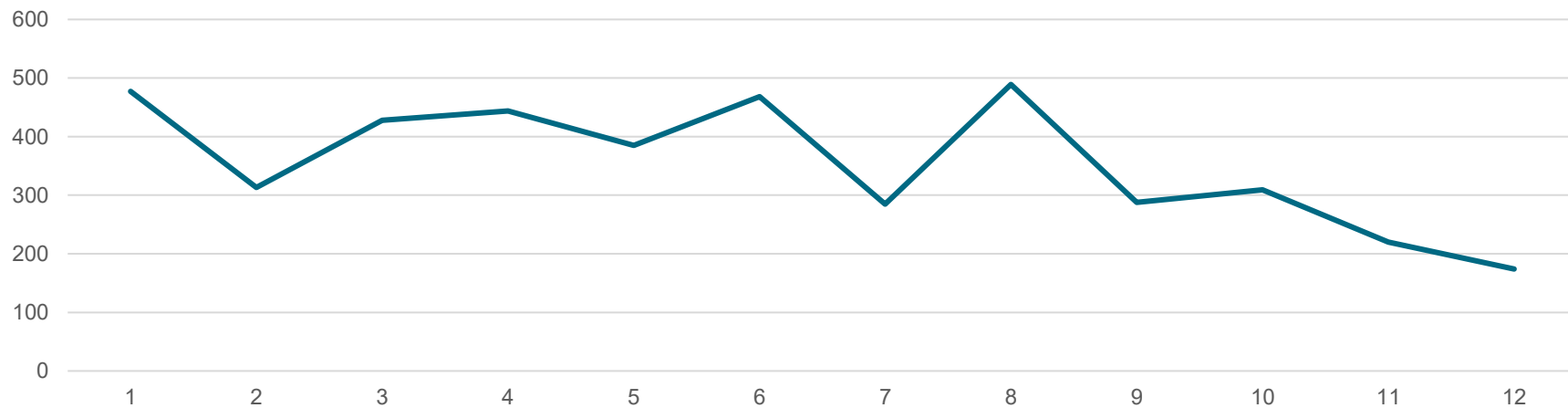


Planning: building inspections: 375

Building Inspections



2025 Building Inspections Average: 356.7



Average
2022

691

Average
2023

728

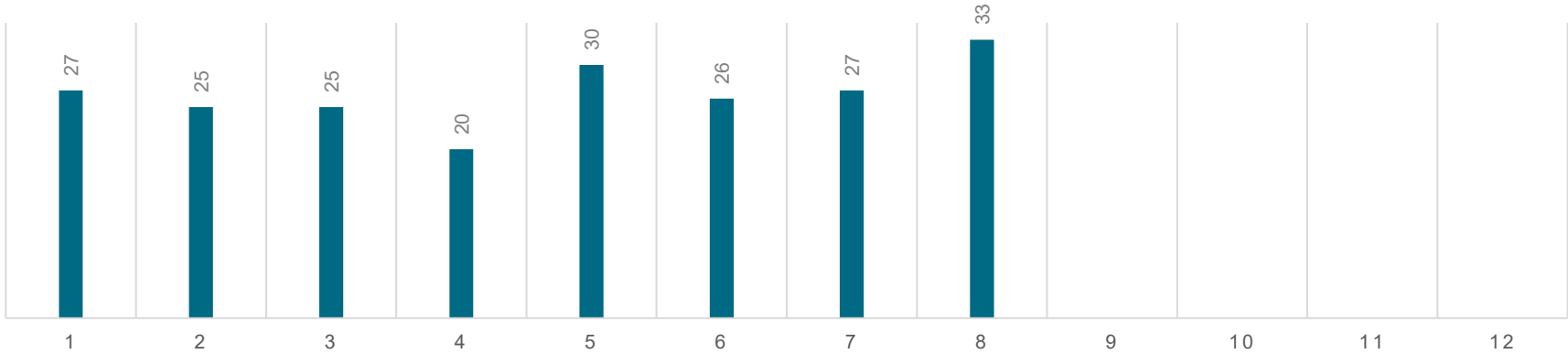
Average
2024

624.7

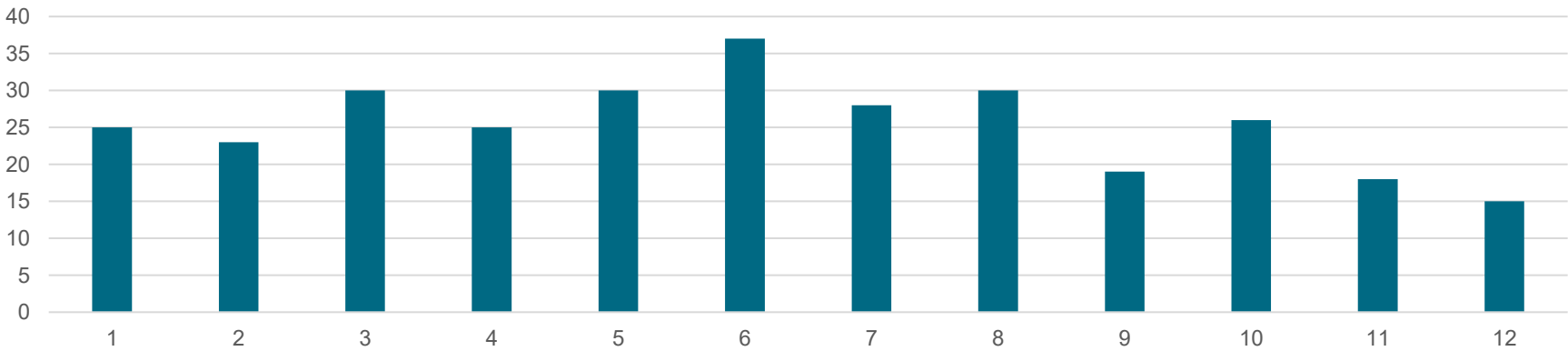
Community Engagement: submission forms through website: 33



WEB SITE POSTINGS WE RESPONDED TO



2025 Website Responses Average: 25.5



Community Engagement: social media engagement: 36,284

**Average
2022**

7942.5

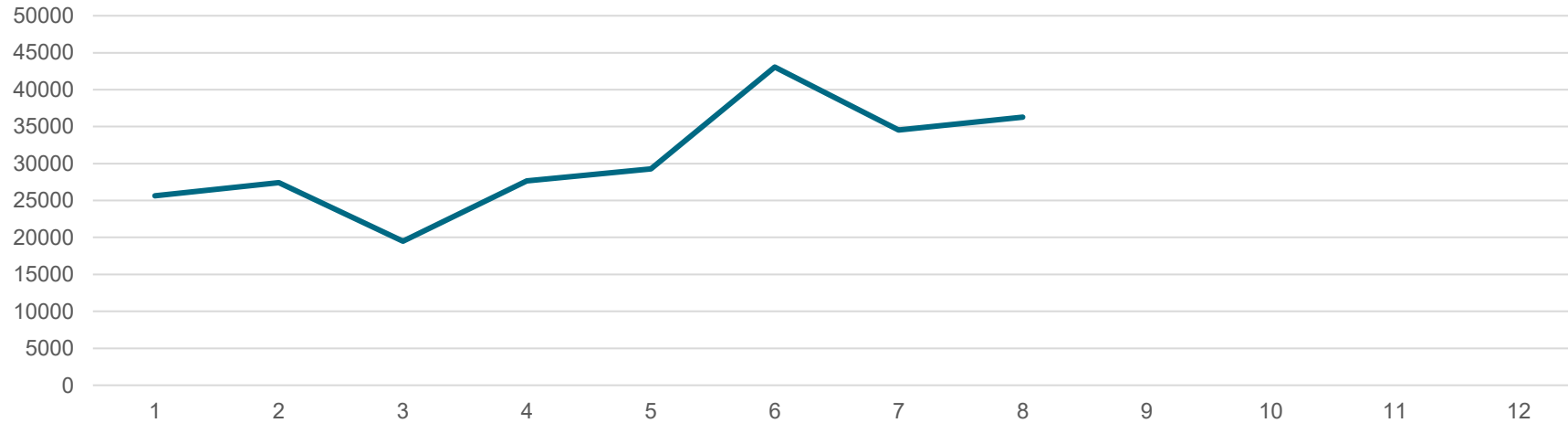
**Average
2023**

7560.8

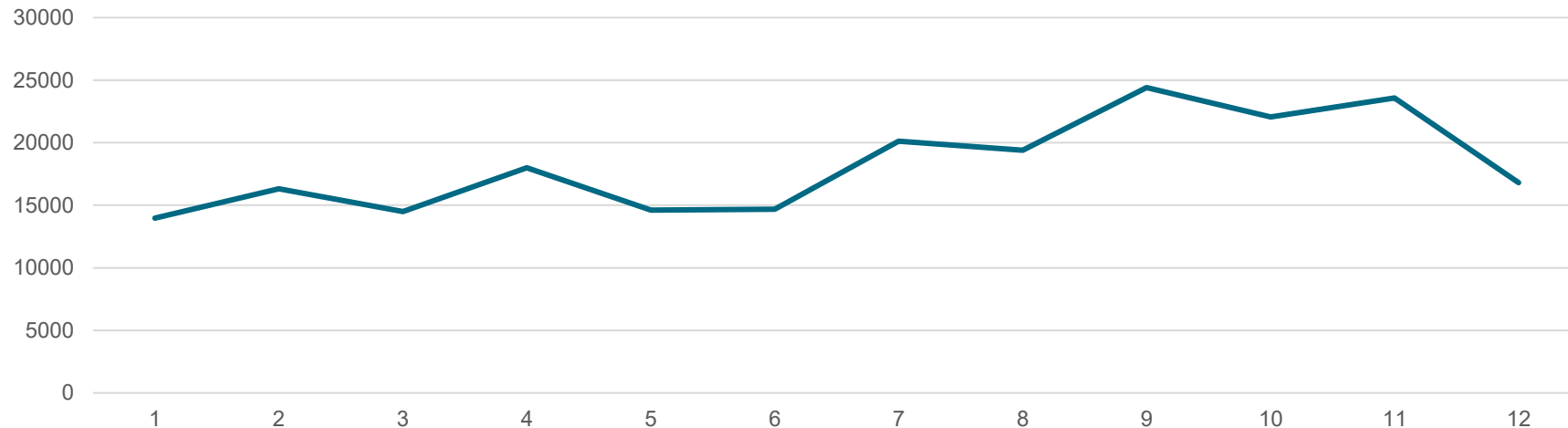
**Average
2024**

13,673

Social Media Engagement



2025 Social Media Engagement Average: 18,205.9



City Recorder: Public Records Requests: 19

**Average
2022**

4.5

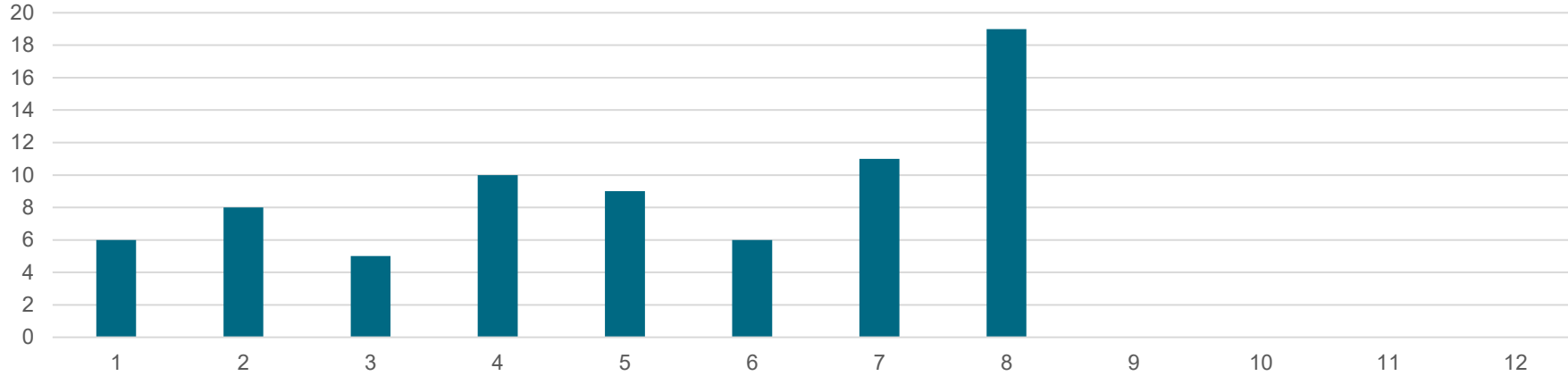
**Average
2023**

5.5

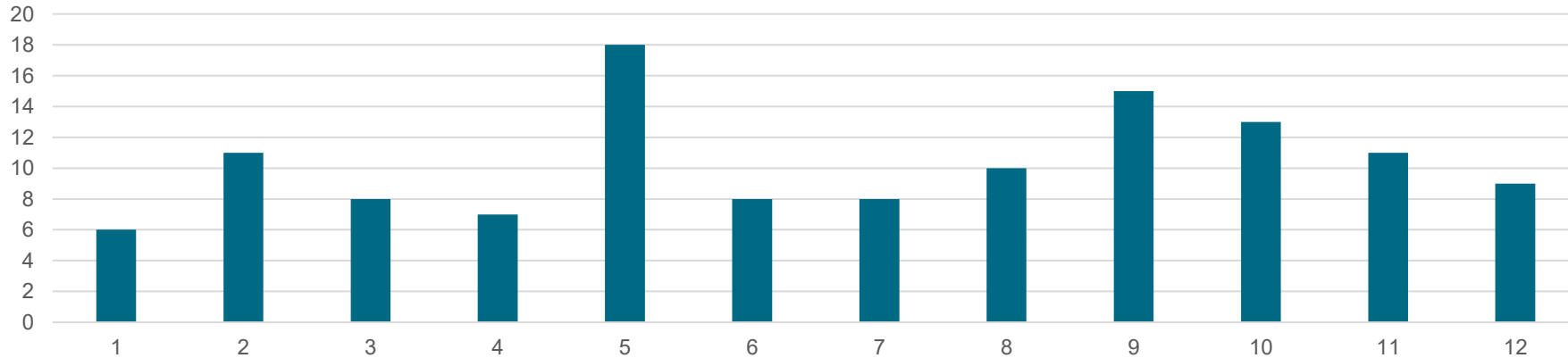
**Average
2024**

5.3

Public Information Requests

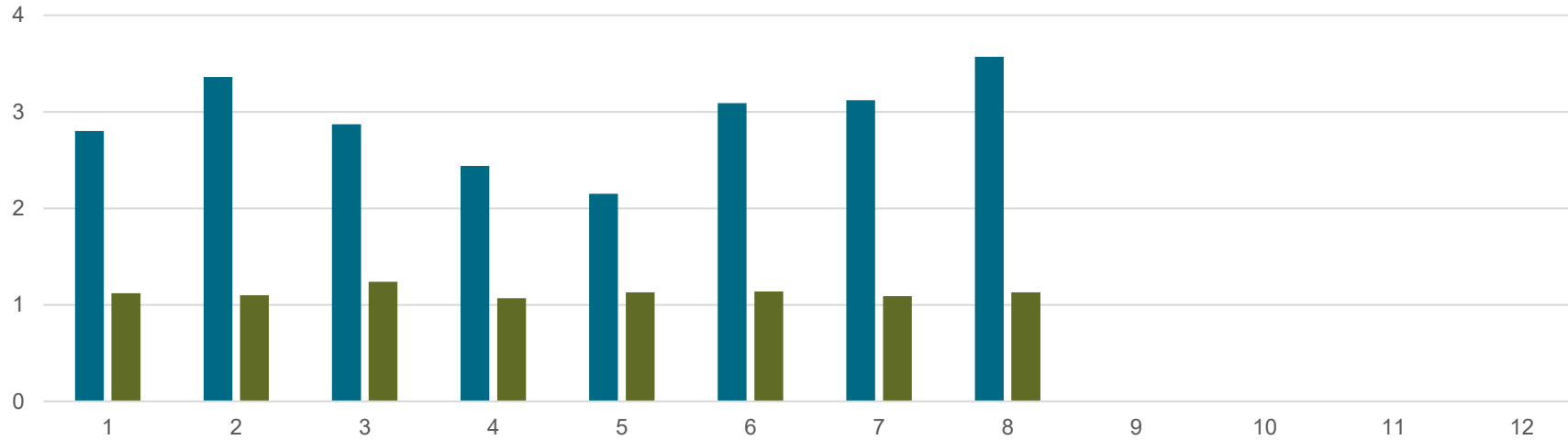


2025 Public Records Requests Average: 10.3

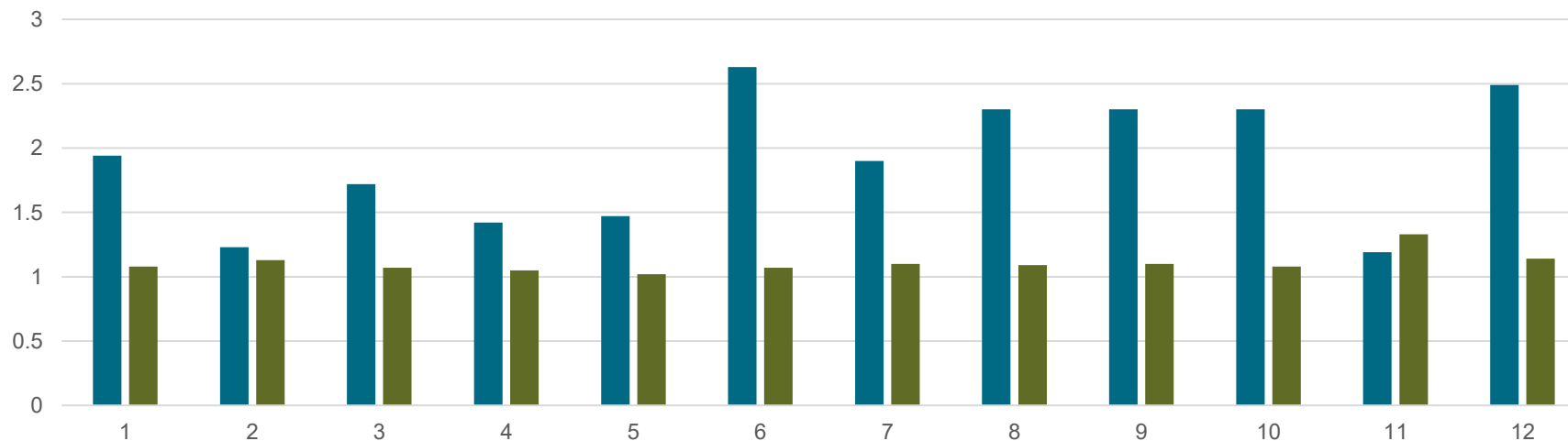


Finance: \$3.57 M of payments to accounts payable & \$1.13 M of payroll

Accounts Payable \$ and Payroll \$



2025 Accounts Payable \$: 1.91 and Payroll \$: 1.11



Average
2022

AP
\$1.75 M
Payroll
\$0.93 M

Average
2023

AP
\$2.56 M
Payroll
\$1.01 M

Average
2024

AP
\$1.44 M
Payroll
\$1.12 M

**HR: Recruitments advertised - 3 Hires: 3 Separations: 5,
FMLA / ADA / OFLA / workers comp claims: 5**

2022 Average

Recruitments

5.6

Hires

1.9

Separations

1.6

Claims

2.6

2023 Average

Recruitments

4.2

Hires

1.9

Separations

1.1

Claims

3.3

2024 Average

Recruitments

3.7

Hires

1.6

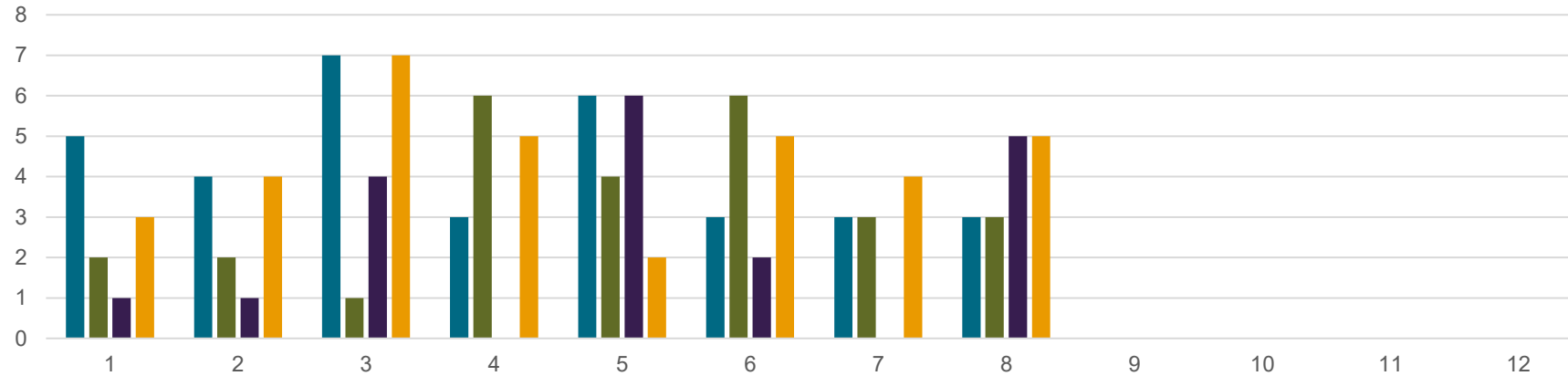
Separations

1

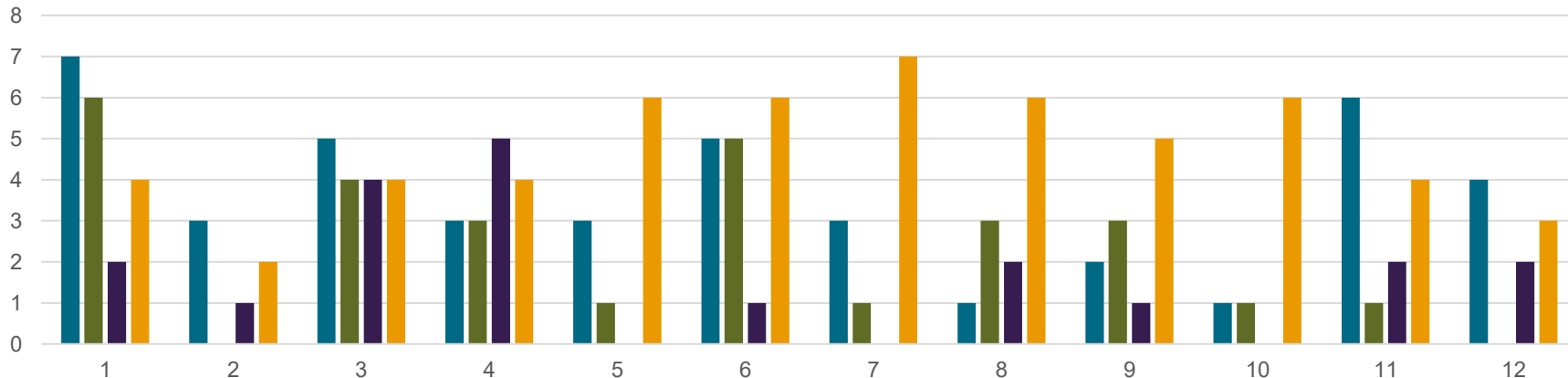
Claims

4

Recruitments, Hires, Separations, Claims



2025 Recruitments: 3.6 , Hires: 2.3 , Separations: 1.7 , Claims: 4.8



IT resolved 246 service tickets for the city.

**Average
2022**

203.4

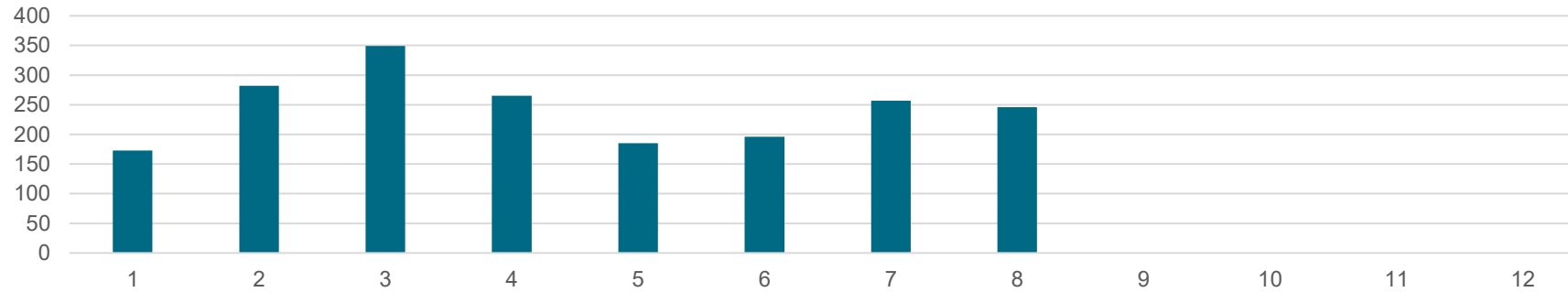
**Average
2023**

232.3

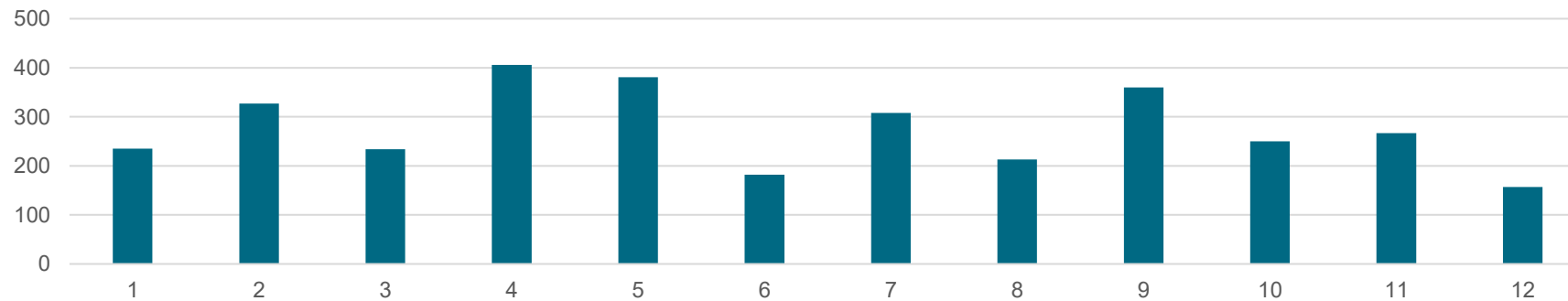
**Average
2024**

245.4

Service Tickets



2025 Service Tickets Average: 276.7



IT responded to 6 after hours on-call events.

**Average
2022**

3.6

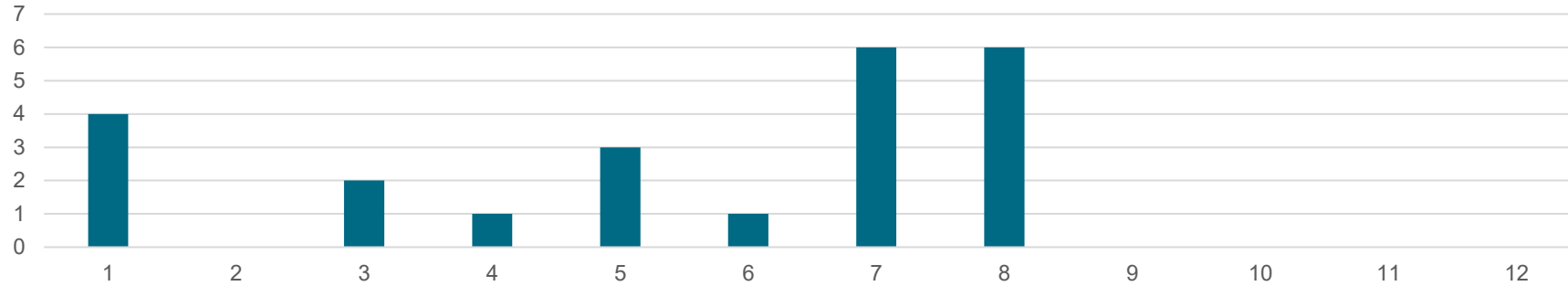
**Average
2023**

2.58

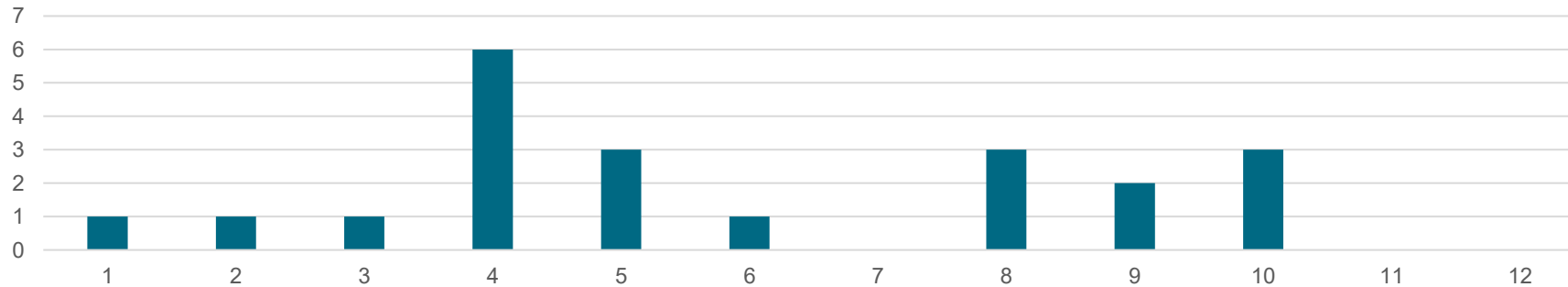
**Average
2024**

2.67

After hours events



2025 After hours events Average: 1.8



Library Activity: Door count 9,558, Circulation events 35,981

Door Count, Circulation Events

**Average
2022**

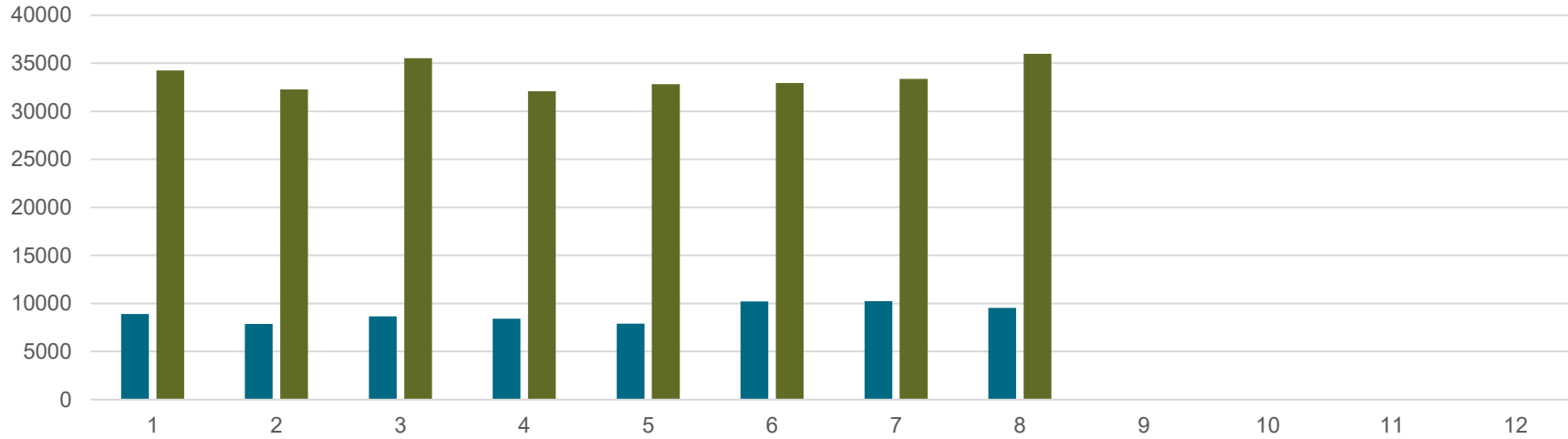
**Door Count
7108
Circulation
23,418**

**Average
2023**

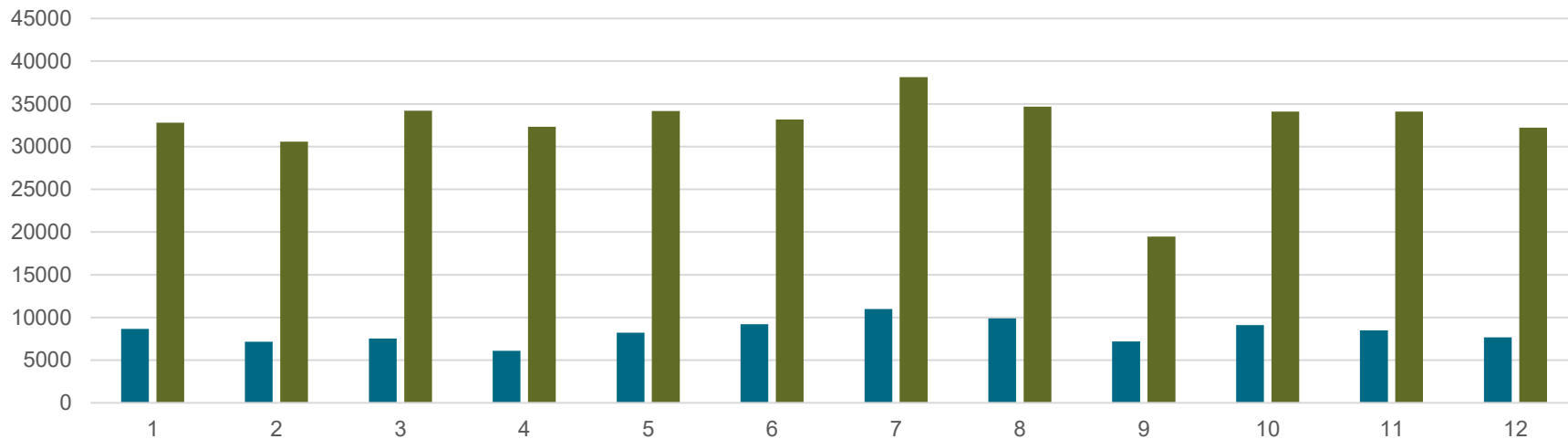
**Door Count
8372
Circulation
25,889**

**Average
2024**

**Door Count
8426
Circulation
31,669**



2025 Door Count Average: 8352.3 , Circulation Events Average: 32,493.2



Public Safety: 2,265 – calls for service

Average
2022

2065

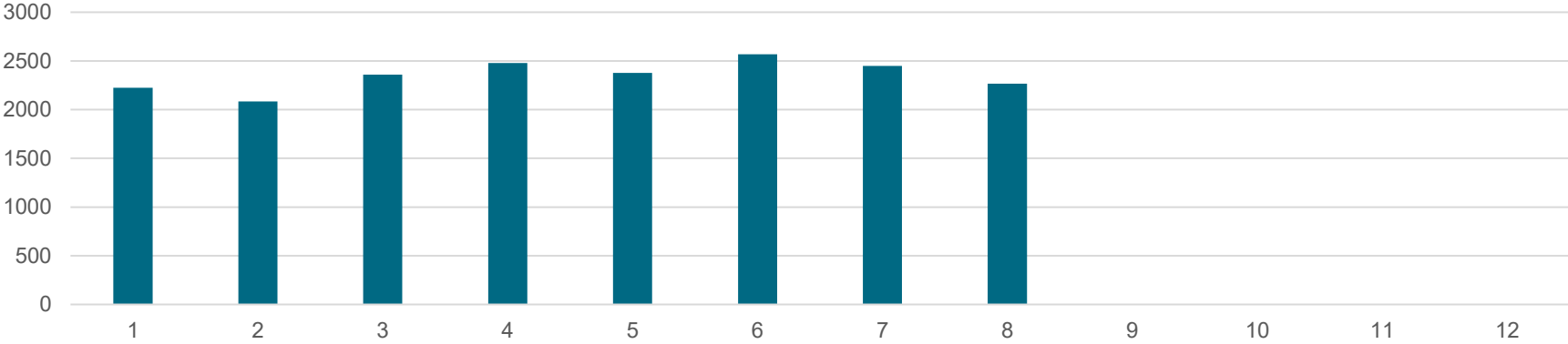
Average
2023

2206

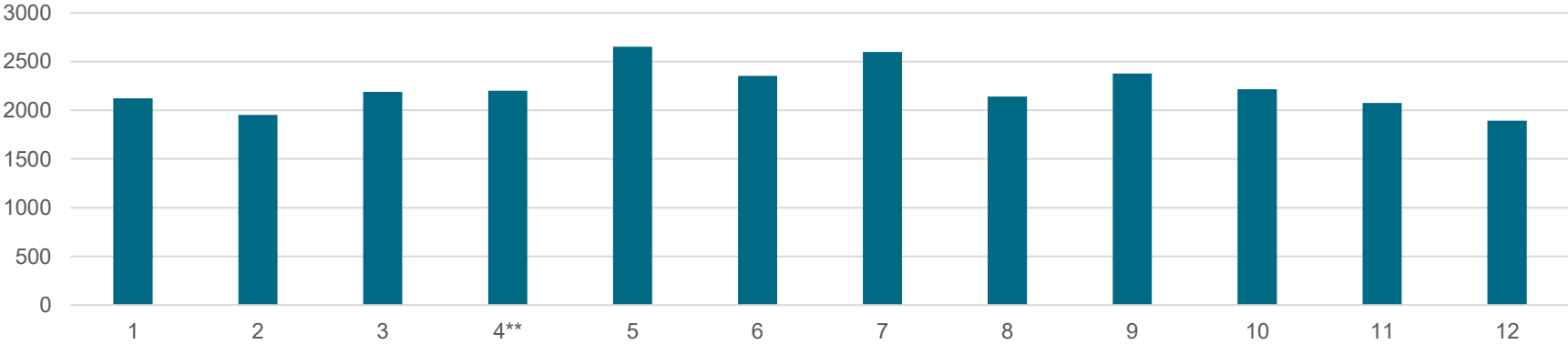
Average
2024

2289

Calls for service



2025 Calls for service Average: 2231.1



Public Safety: 808 – traffic stops

**Average
2022**

561

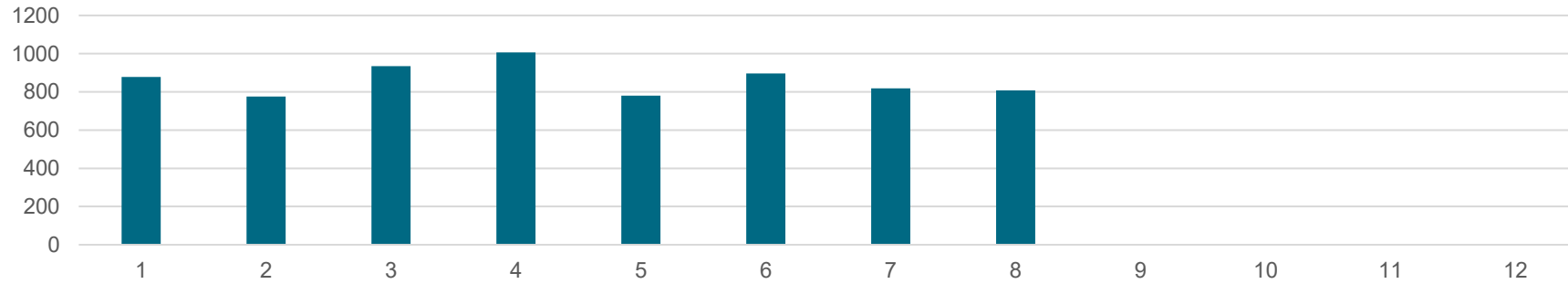
**Average
2023**

557

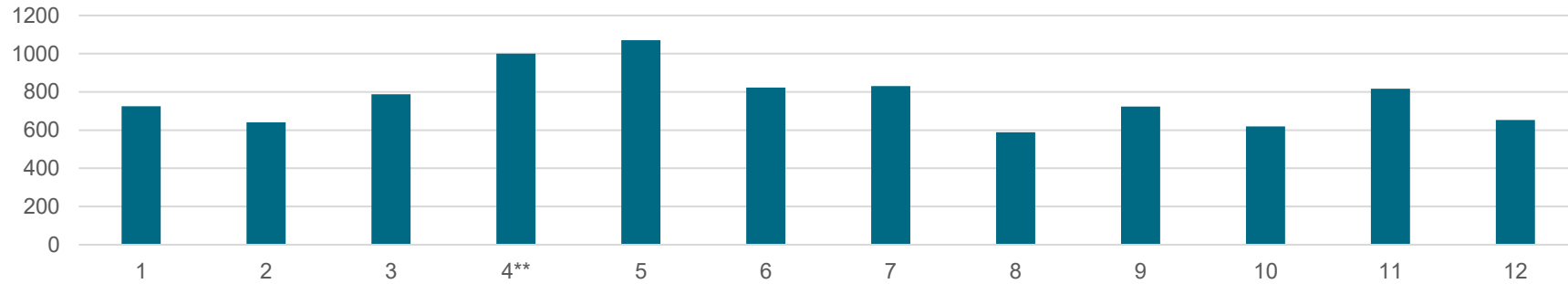
**Average
2024**

699.4

Traffic Stops



2025 Traffic Stops Average: 773.3



Public Safety: 607 – citations & warnings

**Average
2022**

428

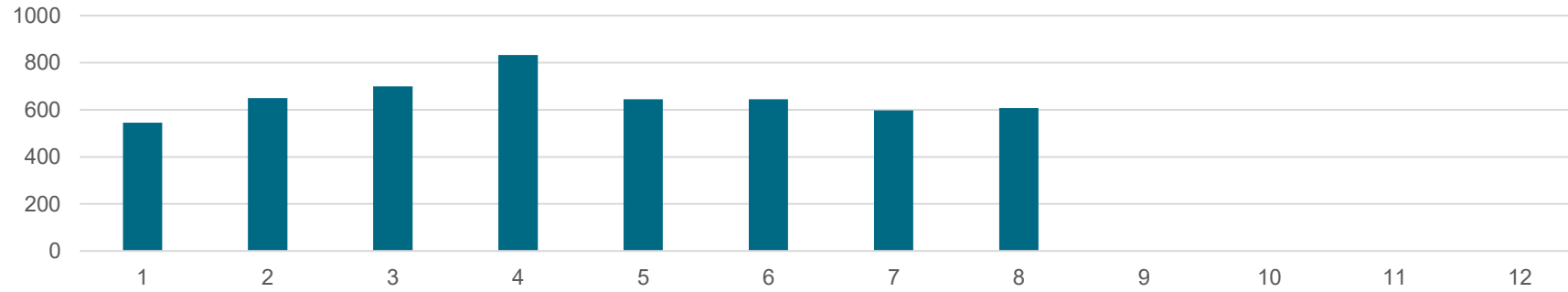
**Average
2023**

433

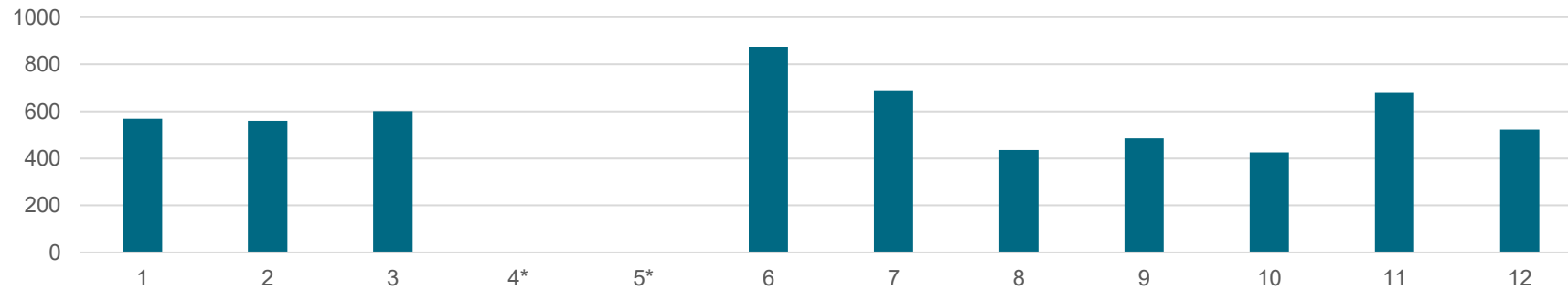
**Average
2024**

514

Citations and Warnings



2025 Citations and Warnings average: 486.6



Public Safety: 8 – Driving Under the Influence of Intoxicants (DUII's)

**Average
2022**

12.1

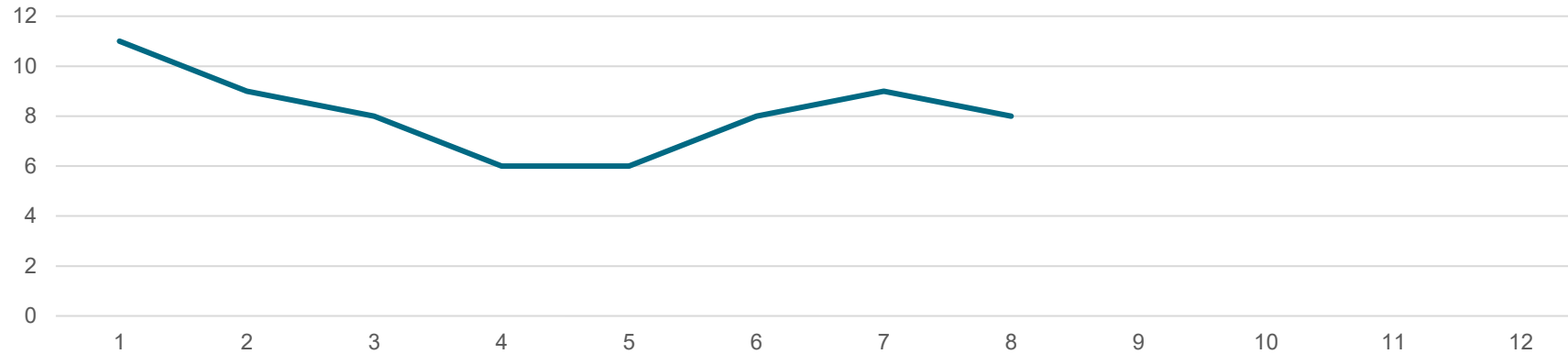
**Average
2023**

9.8

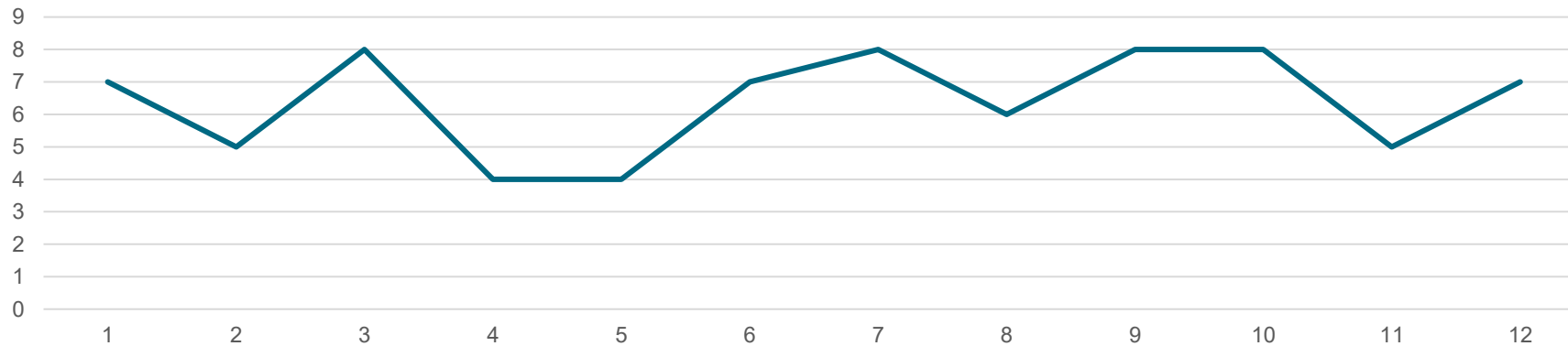
**Average
2024**

10.5

DUIIs

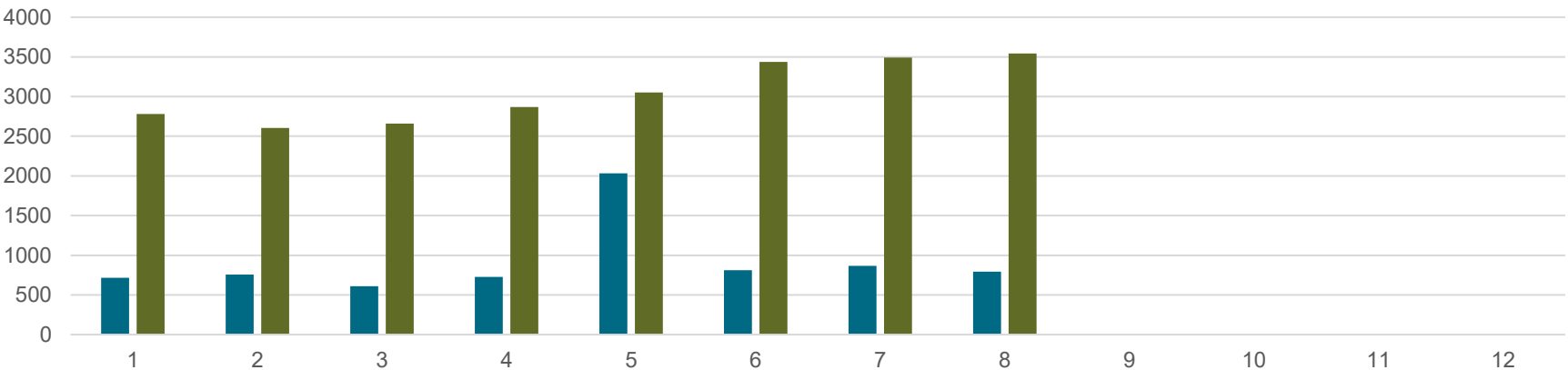


2025 DUIIs avg: 6.4

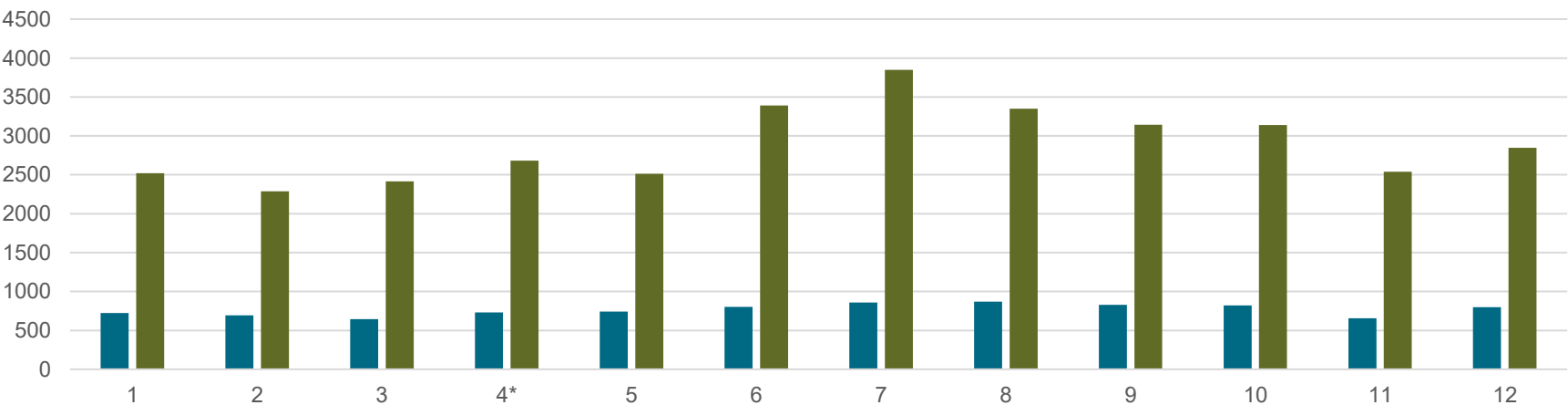


Dispatch: 794 “911” calls & 3,541 non-emergency calls

911 calls, Non emergency calls



2025 911 calls avg: 763.6 , Non emergency calls avg: 2889.6



Average 2022

911 Calls
817

Non-Emergency
3436

Average 2023

911 Calls
892

Non-Emergency
3214

Average 2024

911 Calls
780

Non-Emergency
2624

Public Works: water production was 125.9 million gallons, & 78.93 million gallons (MG) were treated

**Average
2022**

**Clean Water
69.5 MG
Waste Water
105.5 MG**

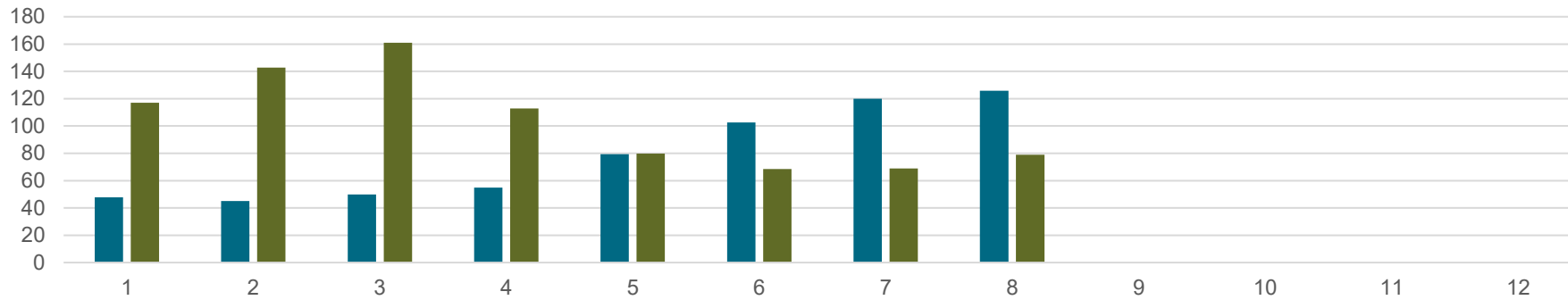
**Average
2023**

**Clean Water
73.3 MG
Waste Water
108.2 MG**

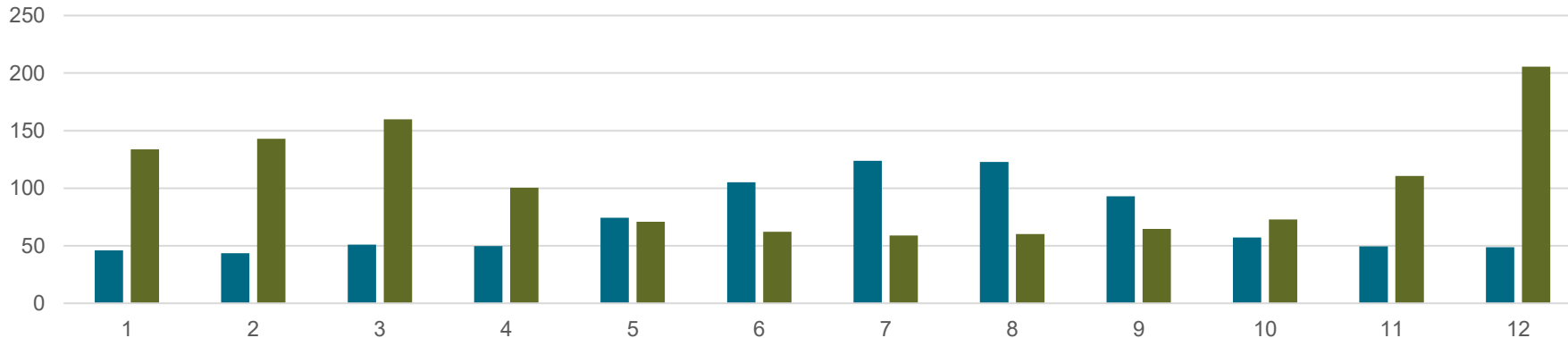
**Average
2024**

**Clean Water
71.9 MG
Waste Water
116 MG**

Clean water, Waste Water



2025 Clean water avg: 72.07, Waste Water avg: 103.53



Public Works: 536 work orders completed

**Average
2022**

1452.6

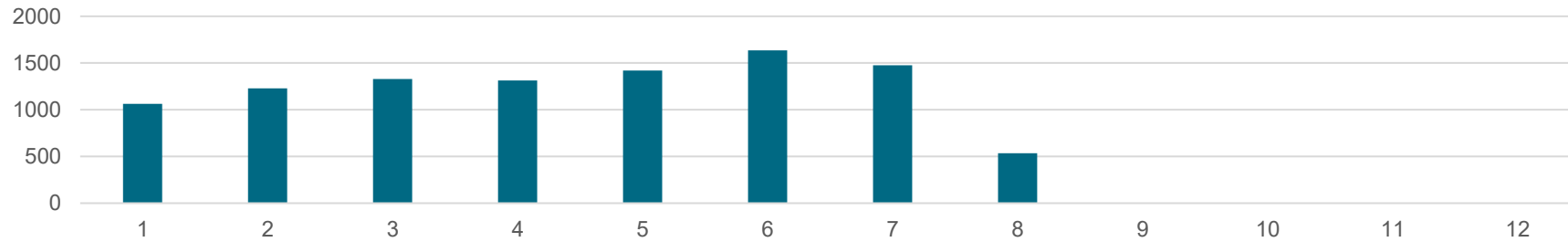
**Average
2023**

1677

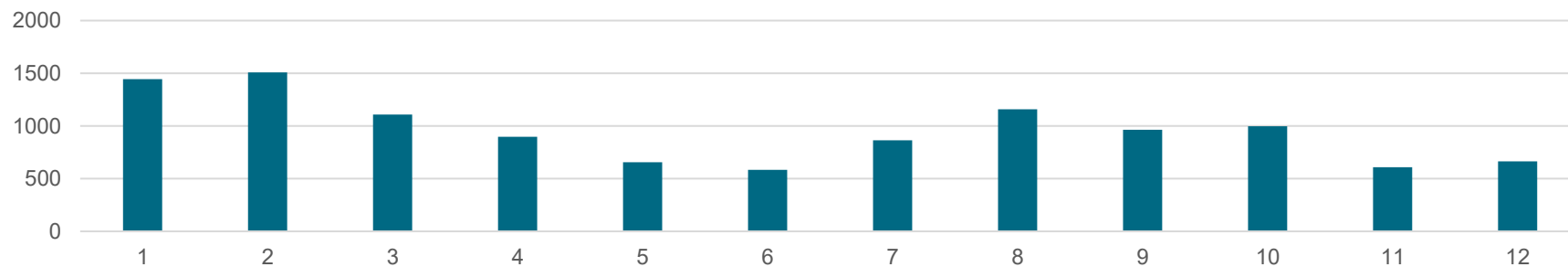
**Average
2024**

1133

Work orders completed



2025 – Work Orders Average: 954.17



So that's the totals to the end of August 2026

Questions?

REQUEST FOR COUNCIL ACTION



Date Action Requested: (October 19, 2026)

Order ☐ Ordinance ☐ Resolution ☒ Motion ☐ Information ☐ Proclamation ☐	
Subject: The Procedure for Flagpole Maintenance	Staff: City Attorney Department: Legal
	Order On Agenda: Consent

Is this item state mandated? Yes ☐ No ☒

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

Recommendation:

There is no recommendation from City staff. The purpose of this RCA is to introduce language reviewed by the City Attorney on the operation of the Flag Pole procedure that is consistent with the framework introduced in the council chamber on the evening of September 21st via Resolution 2026-4049. If approved, Resolution 2026-4051 will supplant Resolution 2026-4049.

Executive Summary:

Following legal review, the language is available to review as Exhibit A.

Fiscal Impact:

It can be assumed that a few hours of labor will be spent cleaning flag poles per year, perhaps a \$200 value.

Council Goals:

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

REQUEST FOR COUNCIL ACTION



RESOLUTION No. 2026-4051

A Resolution Adopting a Flagpole Area Maintenance Procedure

Recitals:

1. Since September 2025, various groups and persons have used the City's flagpoles and surrounding areas as a site to hold vigils and construct memorials.
2. On September 21, 2026, the City Council passed Resolution No. 2026-4049 establishing a framework for a new flagpole maintenance procedure.
3. The Council desires to formally adopt and establish the new flagpole maintenance procedure.

The City of Newberg Resolves as Follows:

1. To approve Resolution 2026-4051 to adopt and establish a new procedure, attached hereto as Exhibit A, for cleaning and maintaining Municipal flagpoles and surrounding areas after vigils and protests.
2. That Resolution 2026-4051 supersedes Resolution 2026-4049.

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

Exhibit A to Resolution 2026-4051

October 19, 2026

RE: Newberg Flagpole Maintenance

Policy

From time-to-time gatherings such as vigils or protests may occur at municipal flagpoles owned by the City of Newberg. These may result in materials being propped up, held, or staked in the ground in the vicinity of the flagpoles.

Materials may not be affixed to the flagpole or other City property. Materials may, however, be held up by participants, posted into the ground (similar to yard signs), or otherwise temporarily supported to stand on their own.

All materials used during a gathering at a municipal flagpole are to be removed immediately when the gathering disperses.

If gathering participants fail to voluntarily remove the materials after a gathering disperses, or such materials are otherwise left unaccompanied in the vicinity of a municipal flagpole, then they will be considered Abandoned Materials. Assigned City staff will remove Abandoned Materials in accordance with this procedure to keep the flagpole and nearby areas in a tidy and operational state.

City staff's removal of Abandoned Materials is a non-political action that does not limit (or seek to limit) any person's right to exercise their First Amendment rights.

Procedure

Any person may report Abandoned Materials to the City Manager or the Public Works Director. As soon as it is practical within the normal workflow of Public Works staff operations (usually within 48 hours during the work week) City staff will be assigned to remove the Abandoned Materials and dispose of them. Participants should not expect to reclaim Abandoned Materials.

The City and City staff are not responsible for any loss or damage to materials that are unaccompanied or abandoned at our municipal flagpoles or their nearby environs.

Questions About This Procedure

Questions about this procedure can be directed towards the City Manager (in Oregon the City Manager is a non-political administrator who serves at the pleasure of City Council).

REQUEST FOR COUNCIL ACTION



Date Action Requested: (October 19, 2026)

Order ☐	Ordinance ☐	Resolution ☐	Motion ☐	Information ☒	Proclamation ☐
Subject: Public Works Workplan Presentation			Staff: Ahmad Qayoumi, Blake Dorning, Carl Ramseyer, Adam Claussen, Jon Hodgkins, Pavil Snegirev, Liz Achuff Department: Public Works		
			Order On Agenda:		

Is this item state mandated? Yes ☐ No ☒

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

Recommendation: No recommendations

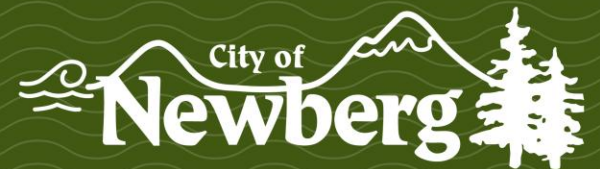
Executive Summary: This workplan is being presented at the request of the Newberg City Council. It provides an overview of the scope of work managed by Public Works.

Fiscal Impact: There is no fiscal impact arising from this presentation.

Council Goals: Not applicable.

Newberg Public Works Work Plans

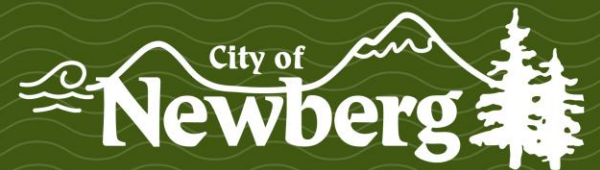
**Public Works Director
Ahmad Qayoumi**



Work Plan

City of Newberg Street Division

Blake Dorning





- **4,167 Street Signs; 2,438 Pole Supports**
- 129 Miles of Paved Roads
- **~ 3 Acres of Mowing**
- 2,485 Thermo Assets
- 200 Streetlights to Maintain
- **2 Miles of Gravel Roads**
- 2.5 miles of Gravel Alleyways
- 16,000 + ft of Curbs to wash/paint

Streets Division Assets

Public Works Department Streets Division Responsibilities

Required Assets

- City Training
- Long Line Striping
- Gravel Street Maintenance
- **Curb Paint/School Zones**
- Thermoplastic
- Downtown Garbage
- **Customer Service**
- Banners
- Winter Weather Training
- **Downtown Sticker/Graffiti Removal**
- **Retro Reflectivity Inspections**
- **Sign Replacement**

Areas marked in red are new programs

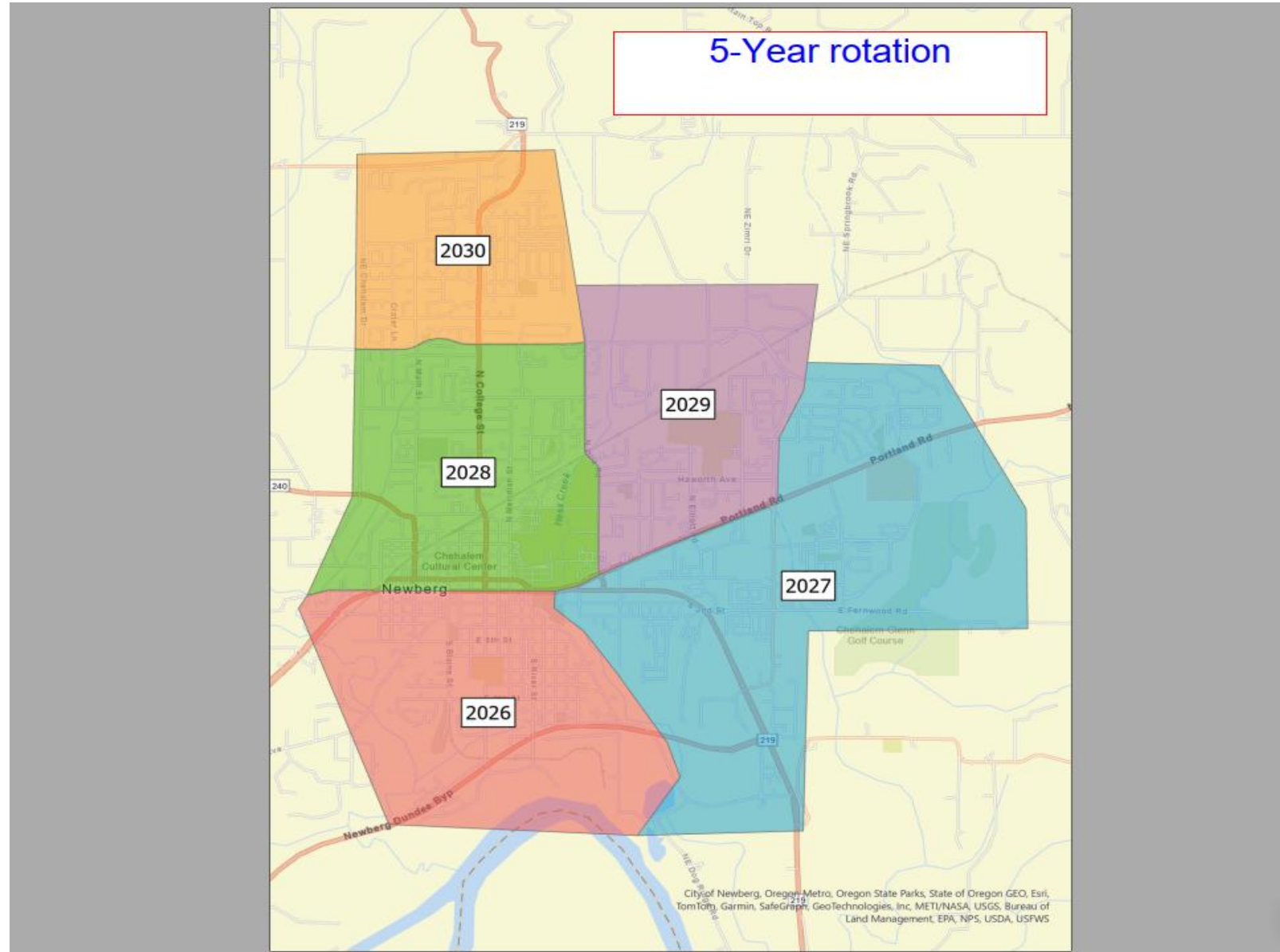
Must Occur Assets

- **Crack Seal**
- Mastic
- Newberg Events
- **Incident Response (water/sewer)**
- Tree Trimming
- Potholes
- Mowing
- **Light Pole Tree Clearing**
- **Invasive Weed Spraying**
- **Shoulder Grading**
- **Weed Removal**
- **Alleyway Grading**
- **Inspection/Replacement of (T's & L's)**
- **Bench/Garbage Pressure Washing**

5-Year Street Map Rotation

- Areas included in rotation
 - Tree Trimming
 - Sign Replacement
 - Thermoplastic
 - **Curb Painting**
 - Retro Reflectivity
 - Light Pole Clearing

- Areas done yearly
 - Crack seal
 - **Mastic**
 - Gravel Roads
 - Potholes
 - **Banners 4 times a year**
 - Alley Grading
 - Graffiti Removal
 - **Customer Service**



Streets Capacity Summary at 80% Hours Needed

Break down of % Hours

70% Regular Duties

10% Emergencies/Customer Services

20% Time off for Sick and Vacation

		Required Annual Hrs
Summer: July-September 2026		
5 FTEs Public Works Employees		2,162
4 Seasonal Workers		1,656
Fall: October 2026		
5 FTEs Public Works Employees		719
Winter - November & December 2026		
5 FTEs Public Works Employees		1,428
Total Estimated Hours Needed		5,925

Streets Capacity Summary at 80% July-December 2026

		Total Hrs
5 Full-time FTEs	Available	4,140
4 Seasonals	Available	1,656
	Total Available	5,796
	Total Used	5,925
Staffing Shortage		-129

Emergency Response

Emergency Response to Broken Tree Limb on Building



Contractor Support on River Street



Key Performance Indicator 2026 Statistics

	Comment	Complete
Customer Service	On Task	100%
Curb Paint	On Task	100%
Landscape/Tree Trimming	In Progress	40%
Requests	On Task	100%
Crack Seal	On Task	100%
Mastic	On Task	100%
Thermoplastic	On Task	100%



The City of Newberg Community Support

Pad for P.D.s New K-9

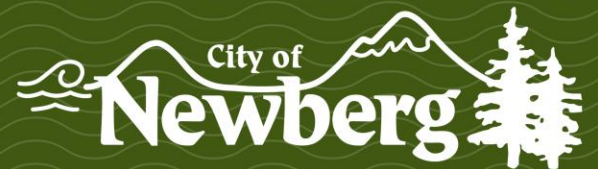


Old Fashioned Festival



Work Plan Sewer Collections System

Carl Ramseyer



Sewer Collections Team



	FTE
Carl	0.5
Bret	0.5
Craig	0.5
David	1.0
Alex	1.0



Wastewater Core Responsibilities

- Customer Service Response
- Sewer Collections Maintenance
- Sewer Inspections & Cleaning
- Reduce Inflow & Infiltration
- Sewer Asset Evaluation

Dayton Ave 8" Sewer Mainline Replacement



Sewer Collections System Assets

	Total
Sewer Mainline Miles	129
Sewer Lateral Miles	40.3
Sewer Manholes	1,923
Sewer Cleanouts	1,557
Fats, Oils, and Grease Interceptor Inspections	133



Stream Diversion Project

- The City stepped in to mitigate a catastrophic environmental upset
- Diverted stream
- Braced the manhole
- Blocked of the stream from turning
- Backfilled the old stream bed
- Restored the surrounding area

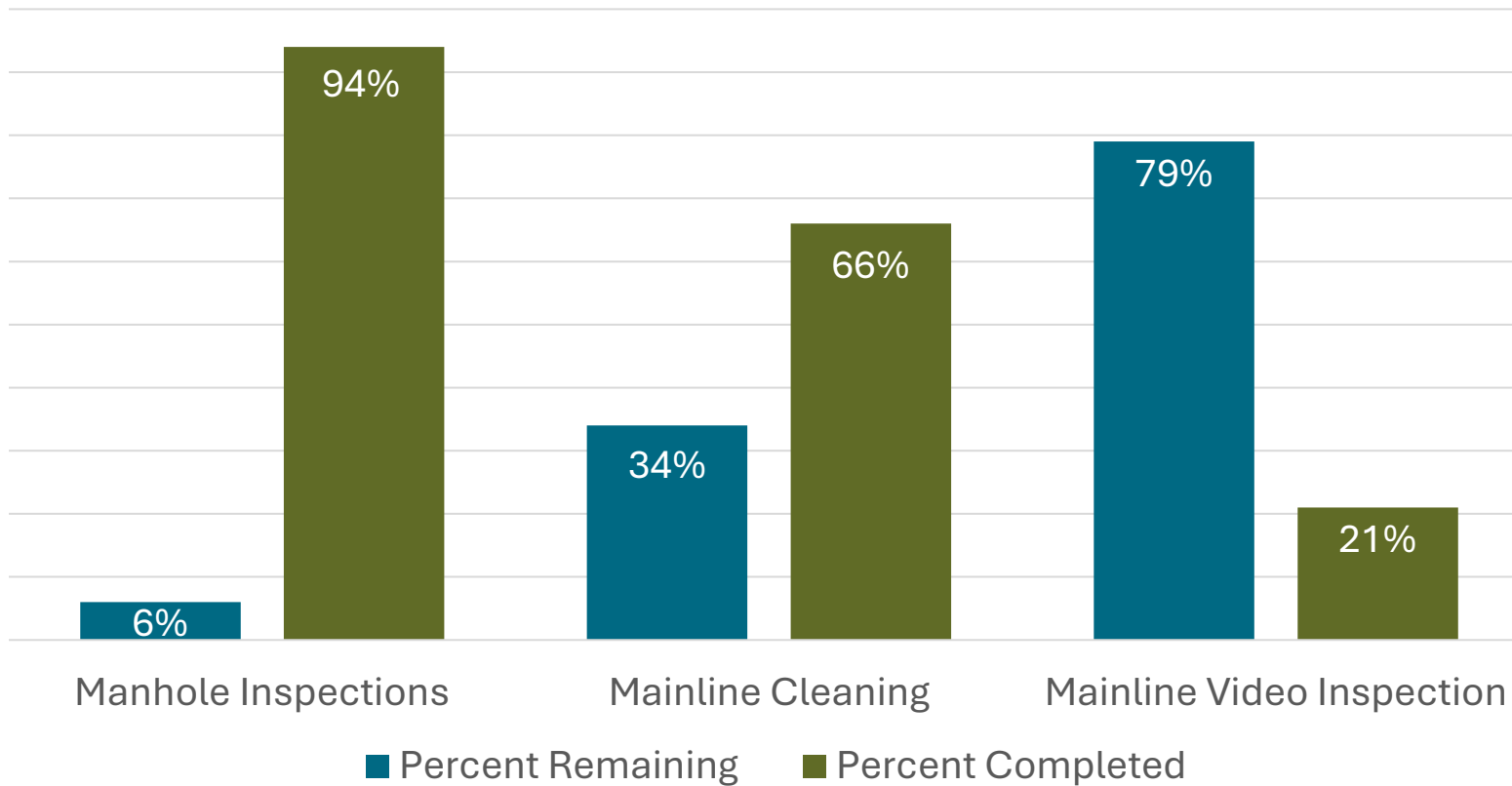


Sewer Collections Capacity Summary

		Hours
3.5 FTE for 6 months		2,912
Total hours needed		2,979
Total Deficit		64
New programs		2,175
Total Deficit with new programs		2,239

Sewer Inflow & Infiltration Reduction KPIs

2026



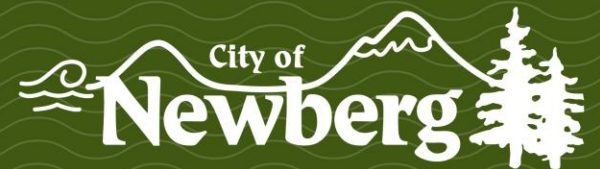
Stream Diversion Completion



Work Plan

Public Works Stormwater

Carl Ramseyer





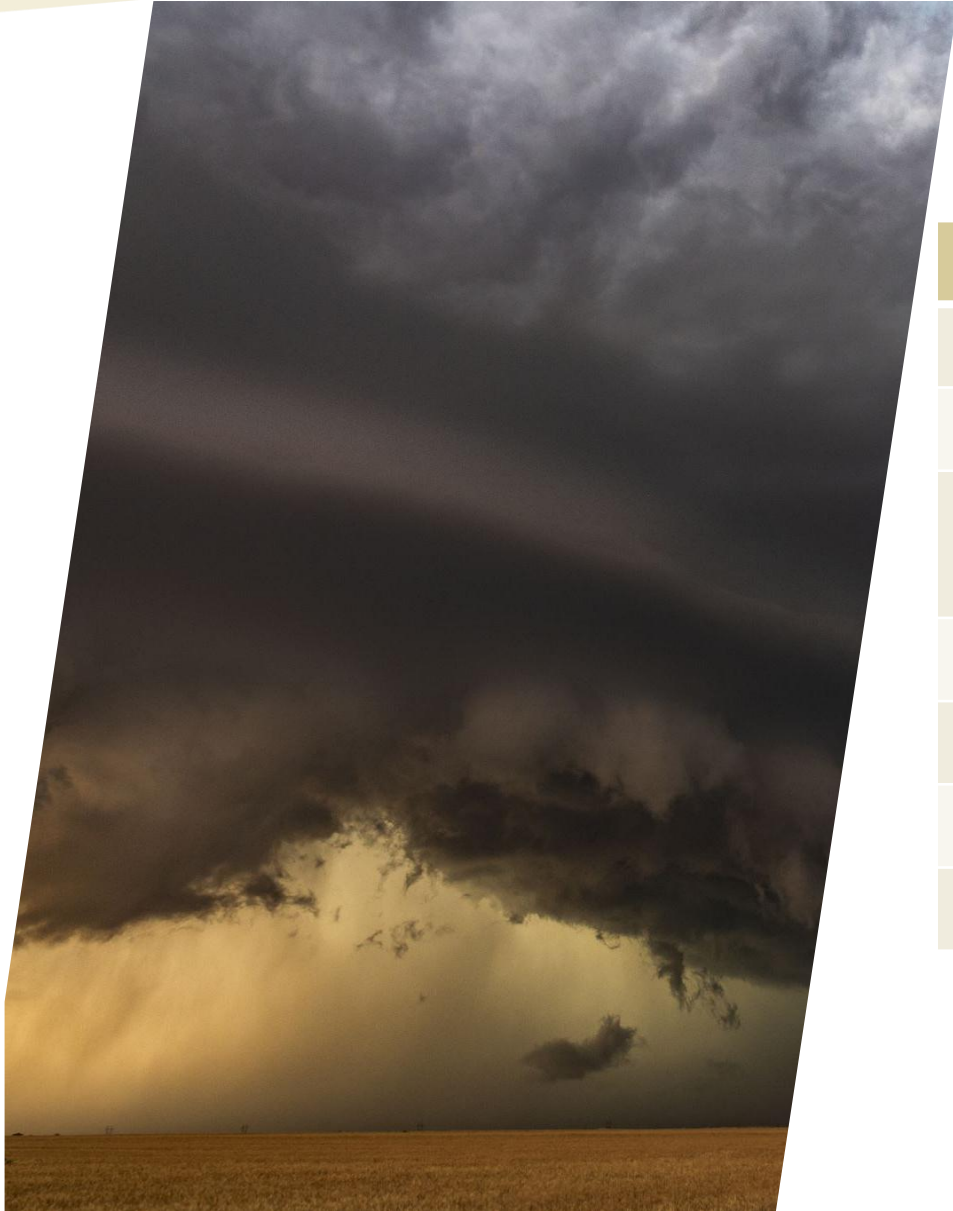
Core Responsibilities

- Customer Service
- Stormwater Inspections & Cleaning
- Stormwater Maintenance
- Stormwater Asset Evaluation
- Reduce customer complaints from flooding

Stormwater Quality Pond Maintenance



Stormwater Assets



Stormwater Main Lines		76.9 Miles
Stormwater Manholes		1,384
Stormwater Quality Ponds/Swales		132 Locations, Totaling 7.14 Acres
Stormwater Catch Basins/Inlets		3,869
Stormwater Outfalls		302
Sweeping		196 Curb Miles
Stormwater Ditches		19 Ditches

Stormwater Catch Basin Cleaning and Sweeping



Stormwater Capacity Summary: 4.5 FTEs – 6 Months

		FTE
Carl		0.5
Bret		0.5
Kase		1.0
Craig		0.5
Nick		1.0
Padro		1.0
		HRS
Total Hrs 4.5 FTE		3,744
Total Hrs Needed		4,852
Total Deficit		1,108

GIA CT Stormwater Quality Access Road Rebuild



7th and South Center St Stormwater Catch Basin Install

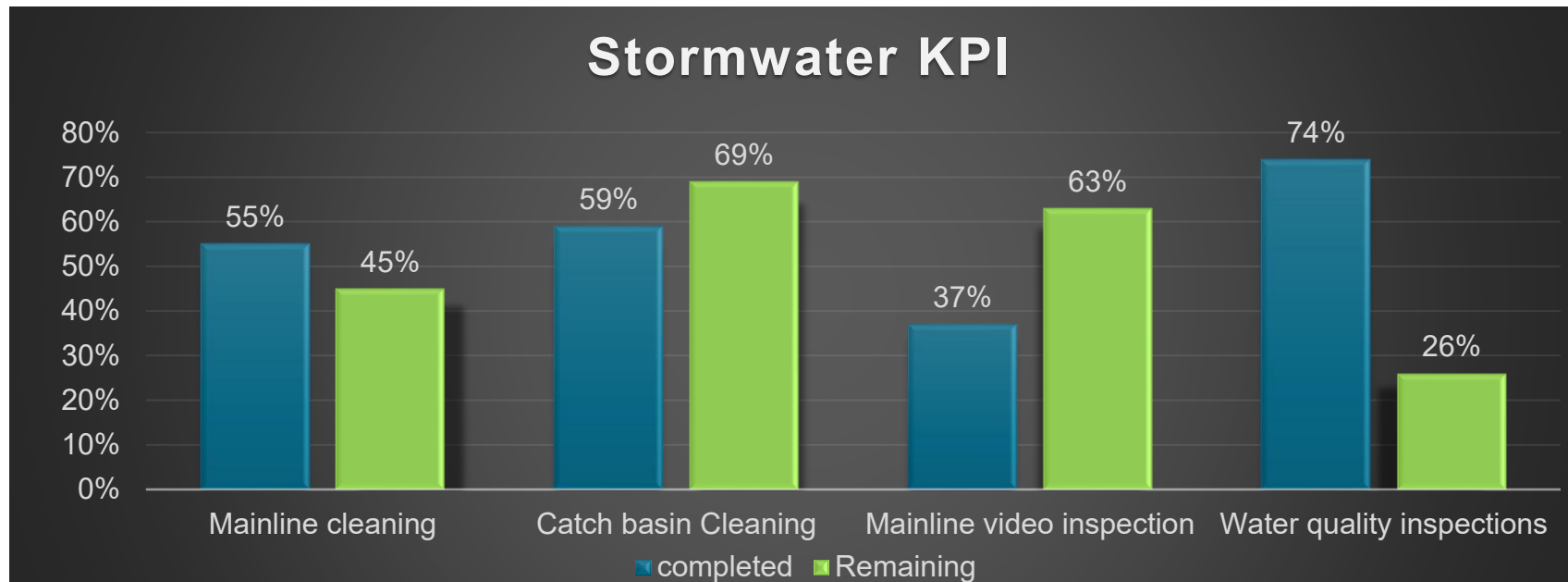
- Joint effort between the Stormwater and Concrete Crews
- Relocated a Stormwater Catch Basin which allowed for the ADA Ramp correct location



Stormwater Key Performance Indicators

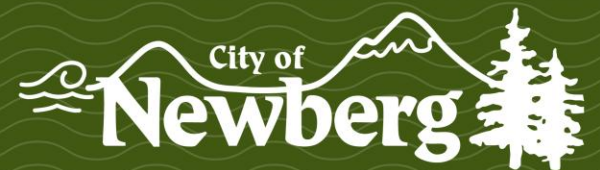
Meets compliance standards for the:

- Total Maximum Daily Load (TMDL) program
- National Pollutant Discharge Elimination System (NPDES) permit
- Note: Addressing years of deferred maintenance



Work Plan Water Distribution System

Adam Claussen



Water Distribution System

Distribution Responsibilities

- **Water System Flushing**
- Water Main Inspections & Repairs
- Mainline Replacements
- Service Line Replacements
- **Valve Exercising & Replacement**
- **Meter Maintenance & Testing**
- **Fire Hydrant Inspections/Maintenance & Repairs**

Infrastructure Support

- **Leak Detection & Repairs**
- **Customer service**
- New Service Installations
- Preventive Maintenance Scheduling
- **Emergency Response**
- Documentation & Reporting

North Valley Reservoir
3/24/2016

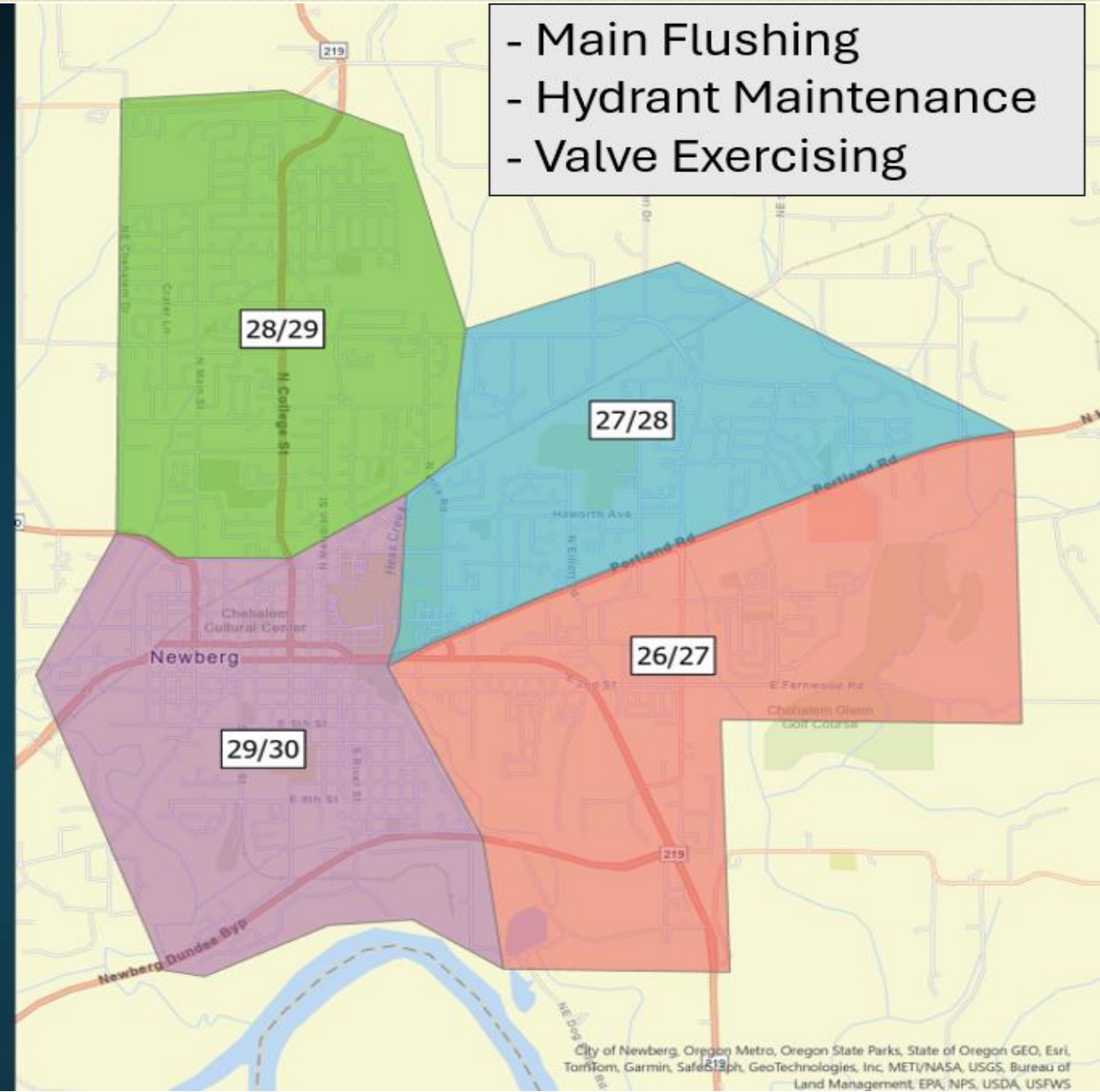


Water Distribution System Overview

- 601,920 ft or 114 miles of Water Mainline (2"–24")
 - 160,512 ft or 30.4 miles of Water Service Laterals
 - 8,032 Water Meters
 - 3,885 Valves
 - Approximately 1,000 Fire Hydrants
-



- Water Main Flushing, Valve exercising, and Hydrant Maintenance all done on a 4-Year Maintenance Schedule
- Repairs/Replacements of problem lines and valves found in these zones usually done in summer months



Program Summary

Program		Annual Hrs
Meter Operations / Customer Service		3,620
Leak Detection / Water Loss		1,620
Hydrant Operations & Maintenance		650
Distribution Maintenance		2,770
Facilities / Infrastructure		470
Administrative / Support		3,016
Community Events Support		226
Older Hydrant Replacements & 1.5"/2 " Meter Replacements/Testing		1,086
Total Hours		13,458

Area marked in *Red* are new programs

Annual Hours Summary

		FTE
Adam		1.0
Joey		1.0
Matt		1.0
Nestor		1.0
Jesse		1.0
Brandon		1.0
Junior		1.0
		Total Annual Hrs
7 FTE		11,648
Total Program Hrs		13,458
Staffing Gap		1,810

Water Distribution Key Performance Indicators

	Current		Goal	
Valve Exercising	373	42.19%	884	100%
Hydrant Maintenance	208	92.44%	225	100%
Water System Flushing	109,745 ft	92.31%	118,879 ft	100%
Total Mainline Footage	601,949 ft			
Meters to Replace	168			
Meters Replaced since 7/1/25	424			

18" Water Valve Replacement

- Valve location Vermillion & Edwards
- On the Main Transmission Line for treatment plant to North Valley Reservoir
- Water valve age 1958
- Needed complete replacement
- Leaking out of Gear Box and can't get parts for it anymore
- Work being performed by Maintenance Staff

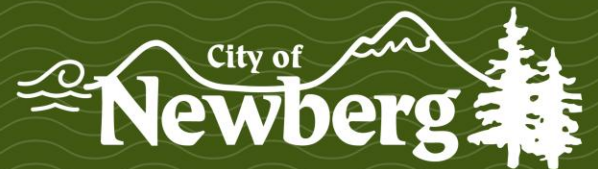


Valve replacement Vermillion and Edwards



Work Plan Water Treatment Plant

Jon Hodgkins



Our Mission

- Provide the community with a safe and sustainable water supply
- Promote the city's image through positive customer service interaction
- Build trust within the community through accurate budgeting, transparency and reliable service
- Maintain compliance with all city, state and federal policies & regulations

The Source

- The City sources its water from 5 Wells located South of the Willamette River
- Well Production ranges from 500-2,500 gallons per minute
- Each Well has its own unique characteristics with varying mineral contents and pH
- The 5 Wells combine to produce up to 10,000,000 gallons a day



The Treatment Process

- Wells -> Settling Basins
- Disinfection occurs
- Settling Basin -> Filtration
- Filters -> Clearwell
- pH adjustment for corrosion control
- Effluent pumps -> Distribution System



Storage

- At the farthest point in the Distribution System are 3 Reservoirs
- Total Storage Capacity = 12 million gallons
- A minimum of 6.5 million gallons is required at all times for Fire Flow and Pressure Requirements
- To maximize Water Quality the Reservoir Level is cycled on a weekly basis

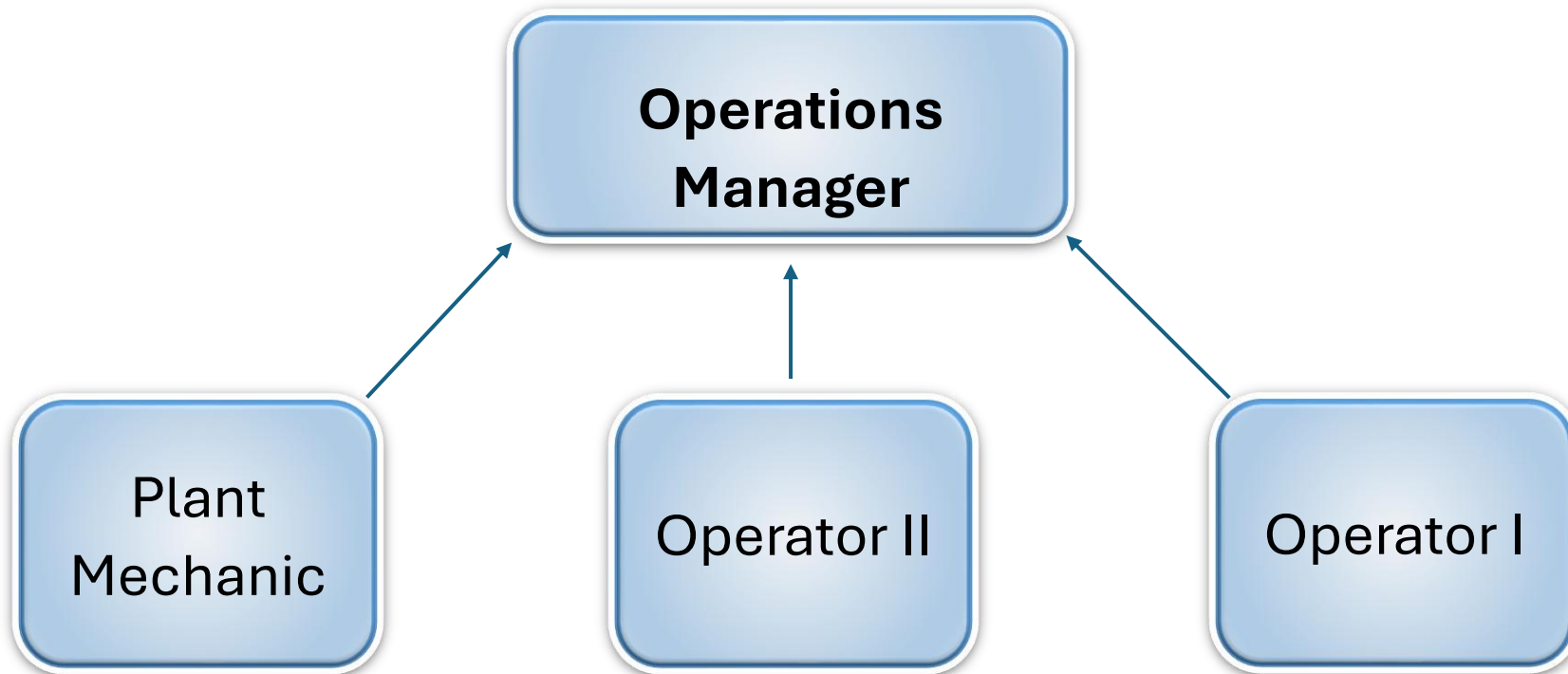




Water Treatment Programs

Management/Regulatory	1,664 Hours
Cross Connection Program	1,500 Hours
WTP Operation	1,500 Hours
Maintenance & Repairs	728 Hours
Grounds & Facilities Maintenance	593 Hours
Project Management /Office	416 Hours
Training Program	256 Hours
Total Annual Requirement	6,657 Hours

Water Plant Org Chart



WTP Regulatory EVENTS CALENDAR



JANUARY

Lead and Copper Report | January 10th
Groundwater Disinfection Report | January 10th
Annual Polymer Usage Report | January 31st
Wastepond Discharge Permit | January 31st
1st Quarter PFA's Sampling
Backflow Test Reminder | January 31st

FEBRUARY

Lead and Copper Report | February 10th
Ground Water Disinfection | February 10th
DEQ Air Quality Report | February 15th
Federal Air Quality Report | February 15th

MARCH

Lead and Copper Report | March 10th
Groundwater Disinfection Report | March 10th
Source Water Level Monitoring | March 31st
Cross Connection Annual Summary | March 31st

APRIL

Lead and Copper Report | April 10th
Ground Water Disinfection Report | April 10th

MAY

Lead and Copper Report | May 10th
Ground Water Disinfection Report | May 10th
2nd Quarter PFA's Sampling

JUNE

Lead and Copper Report | June 10th
Ground Water Disinfection Report | June 10th

JULY

Lead and Copper Report | July 10th
Ground Water Disinfection Report | July 10th
Consumer Confidence Report | July 1st
Annual Water System Fee | July 1st

AUGUST

Lead and Copper Report | August 10th
Ground Water Disinfection Report | August 10th
Disinfection By-Product Sampling
3rd Quarter PFA's Sampling

SEPTEMBER

Lead and Copper Report | September 10th
Ground Water Disinfection Report | September 10th

OCTOBER

Lead and Copper Report | October 10th
Ground Water Disinfection Report | October 10th

NOVEMBER

Lead and Copper Report | November 10th
Ground Water Disinfection Report | November 10th
4th Quarter PFA's Sampling

DECEMBER

Lead and Copper Report | December 10th
Ground Water Disinfection Report | December 10th
Operator Renewals
Annual Cross Connection Fee
Nitrate Samples
Annual Water Usage Report

NOTES -

Operator renewals are biannual A- K 1 year and L-Z the following year
Radiological Compound Samples once every 9 years - (Gross Alpha, Radium, Uranium)
Arsenic and Nitrite Samples once every 9 years
Synthetic and Volatile Organic Compound Samples once every 3 years
Lead and Copper Samples once every 3 years



Water Quality Report 2025



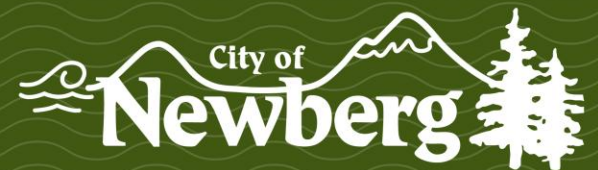
Available Online:
www.bit.ly/newbergwater

**For a printed copy please contact Water Treatment Staff:
503-537-1227 or Operations@NewbergOregon.gov**

Hay una copia del informe de Calidad del Agua disponible en
español en el sitio web www.bit.ly/newbergwater.

Work Plan Wastewater Treatment Facility

Jon Hodgkins



Wastewater Treatment

- Constructed in 1987 with a design flow of 4 million gallons a day (MGD)
- Flows Range 1.8-19 MGD
- Average Summer Flow = 2 MGD
- Average Winter Flow = 5 MGD
- 99% Removal Efficiency (DEQ requires 85%)
- 1.24 Billion Gallons treated last year



Compost Program

- Newberg has been composting since 1994
- Class A Product with No Restrictions on use
- Available in Self Serve or Bulk Quantities
- 1.5 Million pounds were produced in 2025

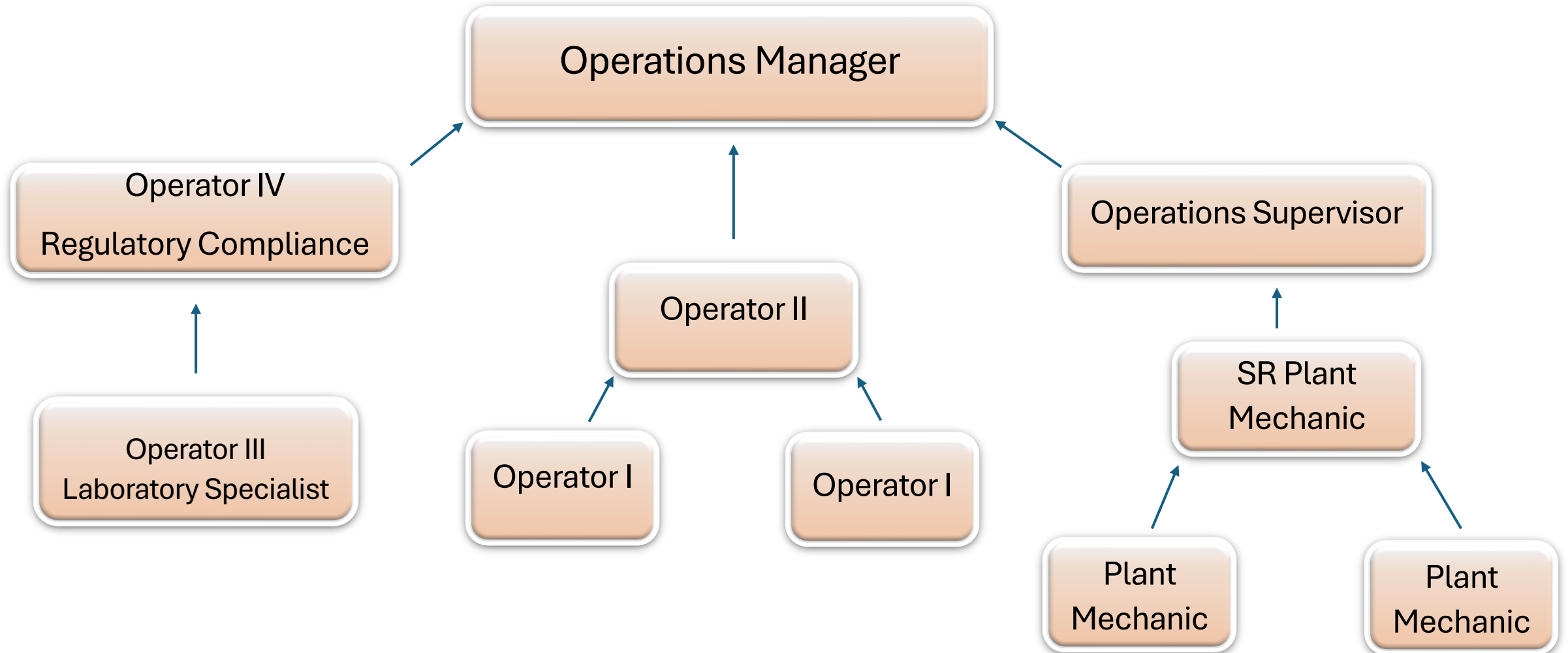


Reuse Water System

- Treats Effluent Wastewater to Class A Irrigation Standards
- In Operation May-September
- 40.1 Million Gallons sold to the golf course last year



Waste Water Plant Org Chart





Wastewater Treatment Programs

Composter
Operation
3,726 Hours

Maintenance &
Repairs
2,200 Hours

WWTP
Operation
2,158 Hours

Lab Operation
2,152 Hours

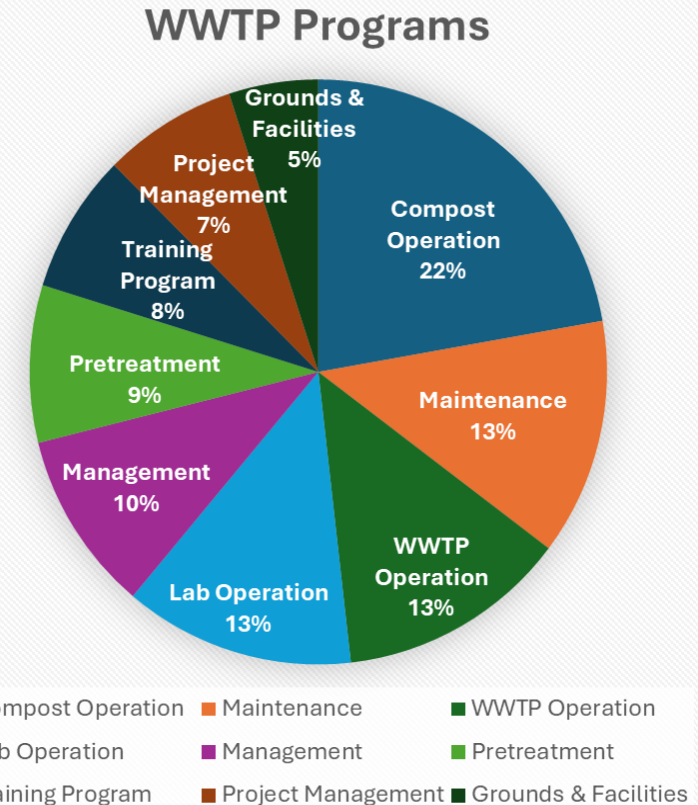
Management
1,664 Hours

Pretreatment &
Regulatory
Compliance
1,456 Hours

Training Program
1,296 Hours

Project
Management &
Office
1,248 Hours

Grounds &
Facilities
Maintenance
838 Hours



Total Annual Requirement

16,738 Hours

WWTP Regulatory EVENTS CALENDAR



JANUARY

Discharge Monitoring Report | [January 15th](#)
WQ Industrial Permit Fee | [January 31st](#)
Environmental Survey

FEBRUARY

Discharge Monitoring Report | [February 15th](#)
Air Contaminant Discharge Permit Annual Report | [February 15th](#)
EPA Emissions Compliance Report | [February 15th](#)
EPA Biosolids Annual Program Report | [February 15th](#)
DEQ Wastewater Solids and Biosolids Annual Report | [February 19th](#)
Recycled Water Annual Report | [February 15th](#)
Inflow and Infiltration Report | [February 15th](#)
Environmental Survey

MARCH

Discharge Monitoring Report | [March 15th](#)
Annual Hazardous Substance Report | [March 1st](#)
Annual Pretreatment Report | [March 1st](#)
Environmental Survey
Quarterly Compost Testing

APRIL

Discharge Monitoring Report | [April 15th](#)
Environmental Survey

MAY

Discharge Monitoring Report | [May 15th](#)
NPDES Permit Fee | [May 30th](#)
Environmental Survey

JUNE

Discharge Monitoring Report | [June 15th](#)
Air Contaminant Discharge Permit Renewal | [June 1st](#)
MSemi Annual Sampling | [June 30th](#)
Quarterly Compost Sampling
Environmental Survey

JULY

AUGUST

Discharge Monitoring Report | [August 15th](#)
Environmental Survey

SEPTEMBER

Discharge Monitoring Report | [September 15th](#)
USGS Monitoring Fee | [September 8th](#)
Quarterly Compost Sampling
Environmental Survey

OCTOBER

Discharge Monitoring Report | [October 15th](#)
Renewal Notices for Industrial Permits | [October 2nd](#)
Renewal Notices for Septage Discharge Permits | [October 2nd](#)
Manhole Sampling for Local Limits Evaluation | [October 31st](#)

NOVEMBER

Discharge Monitoring Report | [November 15th](#)
Flow Meter Calibration
Environmental Survey

DECEMBER

Discharge Monitoring Report | [December 15th](#)
Air Contaminant Discharge Fee | [December 15th](#)
Cleaner Air Oregon Fee | [December 15th](#)
Issue Septage Discharge Permits | [December 31st](#)
Industry Sampling and Inspections | [December 31st](#)
Semi Annual Sampling | [December 31st](#)
Quarterly Compost Sampling | [December 31st](#)
Hazardous Substance Possession Fee | [December 31st](#)
Environmental Survey
Operator Renewals | [December 31st](#)

NOTES -

NPDES Renewal is scheduled for 2026 which includes:.....
Local Limits Evaluation and pH Study.....
Mercury Minimization Plan.....
Sampling Analysis Plan.....

Public Works Operations Maintenance Work Plan

Pavil Snegirev

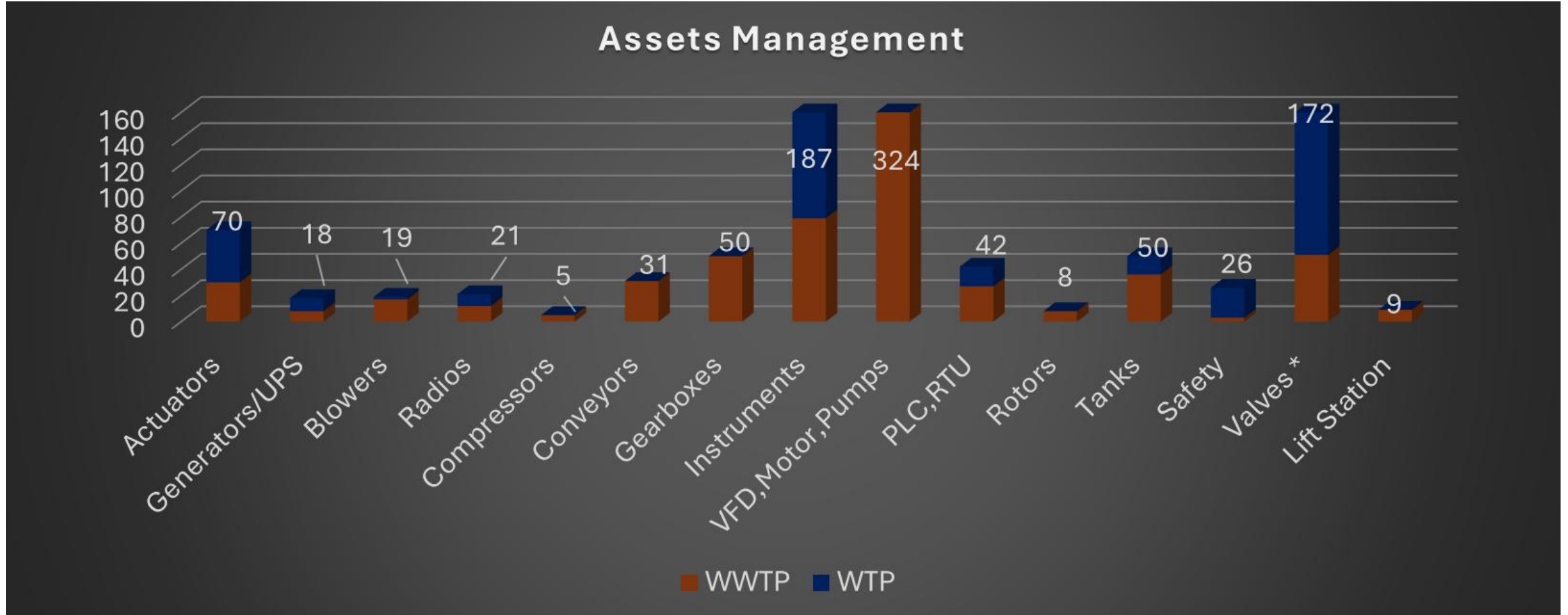


Ops Mechanics Responsibilities

- Preventative & Corrective Maintenance
- Remote Assets Servicing
- Critical Emergency Backup Systems Servicing
- Instruments Servicing



Ops Total Assets $\approx$ 1025 & Growing



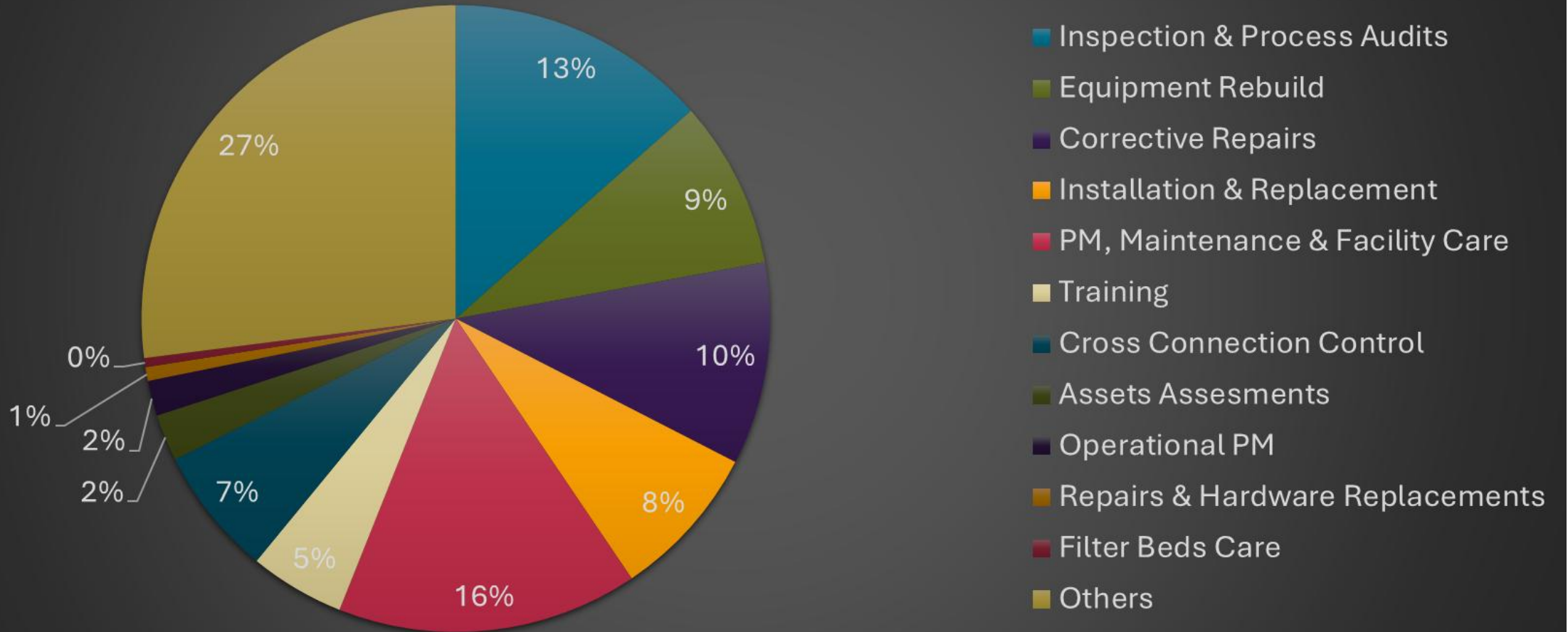
* Not All Valves are Maintained by Ops Staff

Mechanics Total Hours

Role	Sick	Vacation	Pager Comp	Comp. Time	Holiday	Total	Available Hours Yearly
OPS Supervisor Pavil	96	160	N/A	80	130	466	1,618
Mechanic 1 Nick	96	120	50	40	130	436	1,648
Senior Mechanic Sean	96	144	50	40	130	460	1,624
Mechanic 1	96	120	50	40	130	436	1,648

Workload Distribution Chart

Operations Maintenance



Water Treatment Plant Asset Location



WWTP Assets Location



Wastewater Clarifier Inspection & Repair



Lift Station Inspection

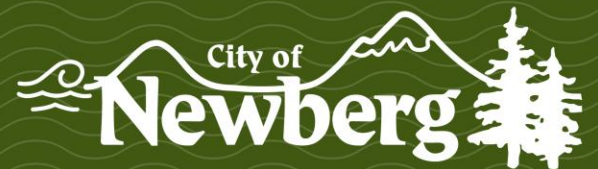


Wastewater Sludge Storage Tank Inspection



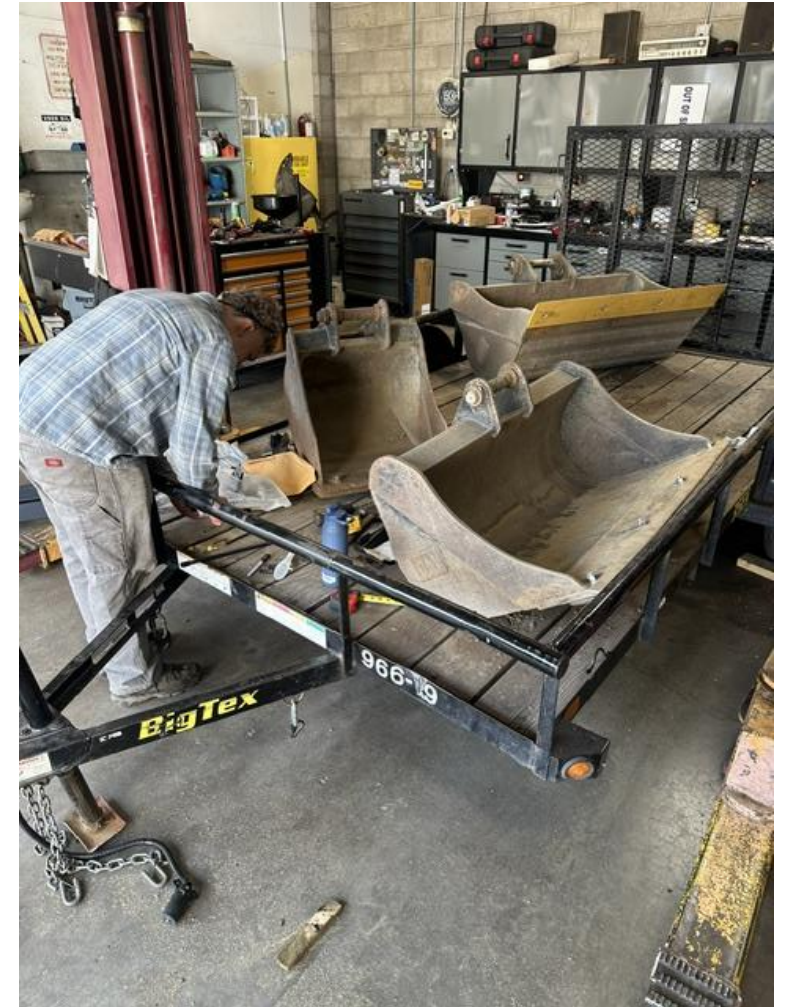
Work Plan Fleet

Liz Achuff



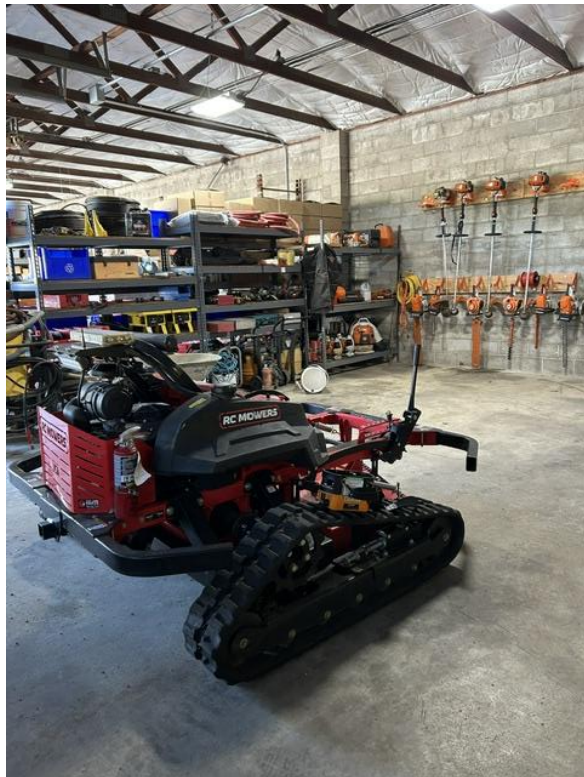
Fleet Team

- Lead Mechanic- Bryan
- Mechanics – Eric, Kristian & Alejandro





Fleet Assets



Asset Type		Total
Total Assets		333+
Vehicles		91
Heavy Equipment		23
Hour Meter Vehicles (tractors, etc.)		14
Trailers & Attachments		38
Small Equipment		156+
Generators		11
Includes Police Vehicles		28



Required

- Generators
 - Annual: service, electrical inspection, transfer switch test, fuse check
 - Monthly: fueling
 - Load testing
- Inspections
 - Vehicle lift, bucket trucks, crane truck, DOT, shop tools, fuel station, equipment (tools)
- Disposal
 - Waste oil, oil barrels, hazardous waste

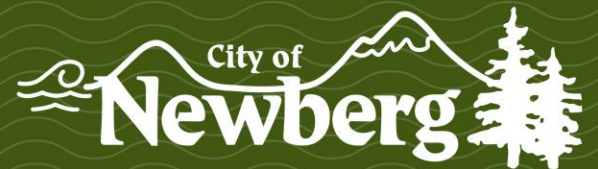


Other Services

- PW vehicles and equipment
 - Maintenance – tires, brakes
 - Inspections and reports
- Police vehicles – inspections, service
- Replacements and setups – vehicles and equipment
- Fuel station
 - Maintenance, cleaning, filters, spill kits
- Wash facility
- Winter weather prep
- Spill response (vehicle, inventory, backup supplies)
- Cross training

Newberg Public Works

Leadership Values



DARE TO LEAD



Public Works believes in:

- Having values to help build trust, direction, and team culture
- Clear communication – clear is kind, admit mistakes, ask for input
- Choosing courage over comfort – do the right thing

Public Works leads through:

- Letting our armor down to build trust and encourage growth
- Having a rumble – acknowledge uncertainties, have difficult conversations
- Building trust intentionally – reliability, accountability, integrity, and respecting boundaries



Newberg Public Works

Thank you for your time

