



CITY OF NEWBERG COUNCIL AGENDA

TUESDAY, JANUARY 17, 2012

7:00 P.M. MEETING

PUBLIC SAFETY BUILDING TRAINING ROOM (401 EAST THIRD STREET)

Mission Statement

The City of Newberg serves its citizens, promotes safety, and maintains a healthy community.

Vision Statement

Newberg will cultivate a healthy, safe environment where citizens can work, play and grow in a friendly, dynamic and diverse community valuing partnerships and opportunity.

I. CALL MEETING TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. CITY MANAGER'S REPORT

V. PUBLIC COMMENTS

(30 minutes maximum, which may be extended at the Mayor's discretion, with an opportunity to speak for no more than 5 minutes per speaker allowed)

VI. CONSENT CALENDAR

Consider a motion approving the December 19, 2011, City Council meeting. (pgs. 3-8)

VII. CONTINUED BUSINESS

Consider a motion denying **Ordinance No. 2011-2737** amending the Newberg Municipal Code pertaining to technical specifications and signature requirements for partition and subdivision plats. (pgs. 9-10)

VIII. NEW BUSINESS

Discussion on City of Newberg Budget for Fiscal Year 2012-2013. (pgs. 11-22)

IX. COUNCIL BUSINESS

The Mayor reserves the right to change the order of items to be considered by the Council at their meeting. No new items will be heard after 11:00 p.m., unless approved by the Council.

X. ADJOURNMENT

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the City Recorder's office of any special physical or language accommodations you may need as far in advance of the meeting as possible and no later than 48 hours prior to the meeting. To request these arrangements, please contact the City Recorder at (503) 537-1283. For TTY services please dial 711.

Council accepts comments on agenda items during the meeting. Fill out a form identifying the item you wish to speak on prior to the agenda item beginning and turn it into the City Recorder. The exception is land use hearings, which requires a specific public hearing process. The City Council asks written testimony be submitted to the City Recorder before 5:00 p.m. on the preceding Thursday. Written testimony submitted after that will be brought before the Council on the night of the meeting for consideration and a vote to accept or not accept it into the record.

The Mayor reserves the right to change the order of items to be considered by the Council at their meeting. No new items will be heard after 11:00 p.m., unless approved by the Council.

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: January 17, 2012

Order ___ Ordinance ___ Resolution ___ Motion XX Information ___
No. No. No.

SUBJECT: Approve the December 19, 2011, City Council Meeting minutes.

Contact Person (Preparer) for this Motion: Norma Alley, City Recorder
Dept.: Administration

RECOMMENDATION:

Approve City Council minutes for preservation and permanent retention in the City's historical records.

EXECUTIVE SUMMARY:

The City of Newberg City Council held a public meeting and minutes were recorded in text. In accordance to Oregon State Records Management law, the City of Newberg must preserve these minutes in hard copy form for permanent retention.

FISCAL IMPACT:

None.

STRATEGIC ASSESSMENT:

None.

**CITY OF NEWBERG CITY COUNCIL MINUTES
DECEMBER 19, 2011
7:00 P.M. MEETING
PUBLIC SAFETY BUILDING TRAINING ROOM (401 EAST THIRD STREET)**

A work session was held prior to the meeting. A presentation was given from the Legal Department on possible code amendments regarding initiative petitions. All Councilors and the Mayor were present; no action was taken; and no decisions were made.

I. CALL MEETING TO ORDER

Mayor Bob Andrews called the meeting to order at 7:03 PM.

II. ROLL CALL

Members

Present:	Mayor Bob Andrews	Denise Bacon	Ryan Howard	Stephen McKinney
	Bart Rierson	Marc Shelton	Wade Witherspoon	

Staff

Present:	Daniel Danicic, City Manager	Terrence Mahr, City Attorney
	Leah Griffith, Library Director	Les Hallman, Fire Chief
	Janelle Nordyke, Finance Director	Norma I. Alley, City Recorder
	Elaina Canutt, Financial Analyst	Jennifer Nelson, Minutes Recorder

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

IV. CITY MANAGER'S REPORT

Mr. Daniel Danicic, City Manager, provided updates for the animal shelter project with anticipated substantial completion around April; he mentioned reimbursement forms for council members to be reviewed and returned to the City Recorder by noon on Wednesday for their end of year checks; he reported flashing speed signs on College Street at Open Bible School are being installed and should be programmed and operational soon; he received the official populations for 2011 at 22, 230, an increase from July 2010 numbers at 22,110 and spoke to small growth still occurring in the City. The next meeting will be held on Tuesday, January 3, 2012, He wished everyone a Merry Christmas and Happy New Year.

V. PUBLIC COMMENTS

None.

VI. CONSENT CALENDAR

1. Consider a motion approving **Resolution No. 2011-2983** authorizing the city manager to enter into a contract with Hughes Fire Equipment, Inc. for the purchase of a fire apparatus with patient transport capability.

This item was pulled from the Consent Calendar and discussed under New Business.

2. Consider a motion approving November 7, 2011, City Council minutes.

MOTION: Rierson/Shelton approving the City Council minutes from November 7, 2011. Motion carried (7 Yes/0 No).

VII. NEW BUSINESS

1. Consider a motion approving a Food for Fines Event for the Newberg Public Library for overdue book fines during February 29 through March 14, 2012.

TIME – 7:10 PM

Ms. Leah Griffith, Library Director, presented the staff report (see official meeting packet for full report).

Councilor Denise Bacon commented this was one step closer to community partnerships.

Councilor Wade Witherspoon asked who makes the call on the food items accepted. Ms. Griffith replied staff will make the call; she emphasized they want good healthy food.

Councilor Bart Rierson said he thinks it is a good idea.

Councilor Howard asked about promotion for the program. Staff stated they would advertise in The Newberg Graphic, on flyers, the library's facebook page, and the City's website to name a few.

Councilor March Shelton asked what is the amount of fines on an annual basis. Ms. Griffith did not have an exact number but said any fine over \$35.00 is sent to a collection agency and there is a return back on those and anyone with over \$5.00 in fines is restricted from checking out any more items.

MOTION: Bacon/Rierson approving a Food for Fines Event for the Newberg Public Library for overdue book fines during February 29 through March 14, 2012. Motion carried (7 Yes/0 No).

2. Consider a motion approving **Resolution No. 2011-2984** accepting the 2010-2011 Fiscal Year Budget Audit.

TIME – 7:18 PM

Ms. Janelle Nordyke, Finance Director, and Ms. Elaina Canutt, Financial Analyst, presented the staff report including a PowerPoint slideshow (see official meeting packet for full report).

Mayor Andrews referred to a correction needed on page 24 in the first paragraph about each councilor representing a district; he said each councilor actually represents the city as a whole and they are just nominated from the district they live in. He asked what the difference was between net assets and other assets. Ms. Canutt explained net assets are monies leftover at the end of the year; other assets are miscellaneous assets that are not capital assets or utilities receivables. Net assets are an income statement term for the ending fund balance.

Councilor Stephen McKinney asked if municipal fines were an example of this and other things like them. Ms. Canutt said they are charges for services, but court in not included.

Mayor Andrews spoke of page 39 and budgetary highlights referring to a large portion of additional beginning fund balance and if this was related to the School Street property. Staff replied that was correct and mentioned the auction is scheduled for this Wednesday.

Councilor Witherspoon spoke of the glowing report Newberg once again received with the highest possible rating in auditory review and that an award was received as a certificate of achievement of excellence for the

19th consecutive year. He said the City needs to be advertising this and said that every policy and procedure is outlined in this report and getting this into others hands could abate many accusations about the City hiding money. Staff replied it is available on the website and there is an article on the front page of The Newberg Graphic stating this information as well.

Councilor McKinney said he is pleased to receive documents like. It is nice to know the accolades are there with the numbers adding up and are reconciled; citizens can know the money collected from them is well cared for.

Mayor Andrews thanked the staff and the department for the audit reports. He said page 41 provides the answer to the City's overall indebtedness in comparison to bonded indebtedness question and is an excellent product to have handy and at Budget Committee meetings to answer citizens' questions.

MOTION: McKinney/Bacon approving **Resolution No. 2011-2984** accepting the annual auditor's report and financial statements for the fiscal year that ended June 30, 2011. Motion carried (7 Yes/0 No).

3. Consider a motion approving **Resolution No. 2011-2978** extending the City's workers' compensation insurance coverage to volunteers.

TIME – 7:40 PM

Ms. Nordyke presented the staff report (see official meeting packet for full report).

Mayor Andrews asked for clarification of coverage and deductions from their wages currently. Ms. Nordyke said when the Council gets their stipend reimbursement there is a portion calculated for workers' compensation, which is forwarded to the State through payroll taxes; but the city pays for this and it is separate from the eight dollars for volunteer coverage. Mayor Andrews continued by stating as Council are considered employees by the Internal Revenue Service (IRS) which is currently deducted from gross compensation, but they are not covered until this resolution is passed. Ms. Nordyke said this is correct because they are not considered to be earning a wage, but a stipend by Citycounty Insurance Services (CIS); the City covers both halves of the workers' compensation taken out of their paychecks through employment taxes.

MOTION: Howard/Shelton approving **Resolution No. 2011-2978** extending the City of Newberg's workers' compensation insurance coverage to volunteers of the City. Motion carried (7 Yes/0 No).

4. Consider a motion approving **Resolution No. 2011-2983** authorizing the city manager to enter into a contract with Hughes Fire Equipment, Inc. for the purchase of a fire apparatus with patient transport capability.

TIME – 7:48 PM

This item was pulled from the Consent Calendar and heard out of agenda order.

Mr. Les Hallman, Fire Chief, presented the staff report (see official meeting packet for full report.)

Mayor Andrews asked about the language in the resolves about not exceeding \$600,000.00 and if that is what was received in the RFP. Chief Hallman said it has not been finalized in the contract yet and could be less.

Councilor Witherspoon asked about the differences in Fund 33 as shown in the first column on page 4 of the budget piece. Ms. Nordyke said the interest budgeted was hopeful compared to the interest that was actually being earned as shown in the spreadsheet. Councilor Witherspoon also asked about the tax exempt lease purchase. Chief Hallman said it was a subcomponent offer for capital items for governmental entities so they

do not have to pay all of the balance in one year and can expand payments over three years, this also gives large discounts for up front payments.

Councilor Shelton asked if there is money in the bank or in a fund already for this. Ms. Nordyke answered no; the total revenue is estimated from fees on the utility bill, interest earned on the ending fund balance every month, insurance proceeds, and the hospital auxiliary contribution to ambulance purchases each year.

Councilor McKinney summarized that this enhances rescue and fire fighting efforts, saves \$150,000.00 by merging two vehicles, and places the department in a better situation. Chief Hallman agreed and went into further detail about the procedure of sending vehicles with rescue equipment before the ambulance is dispatched and how this new unit will eliminate that need by having rescue equipment, engine capacity, and ambulance functions all in one. He added he was getting nervous running medical calls and not knowing if a fire call would come in while one vehicle was out and then having to scramble. Councilor McKinney said he appreciates the Chief's foresight since his crews were reduced to have a little healing effect without shortchanging his capabilities.

Councilor Howard asked if this will be used for exceptional circumstances or if it will be the go to apparatus. Chief Hallman said the only exception is for the transport of a patient; now they will have an ambulance with fire apparatus that can take a patient rather than an engine and rescue after the engine. He said is a rarity to transport a patient, but they will be able to. Councilor Howard asked if the cost of maintenance is slightly higher. Chief Hallman said it is but being a diesel engine it is built to run with long term savings and will cost less than buying two vehicles.

MOTION: Shelton/McKinney approving **Resolution No. 2011-2983** authorizing the city manager to sign a contract with Hughes Fire Equipment, Inc., for the purchase of one (1) fire apparatus with patient transport capabilities and with Oshkosh Capital for the tax-exempt lease purchase agreement to finance the purchase. Motion carried (7 Yes/0 No).

XIII. COUNCIL BUSINESS

TIME – 8:14 PM

Mr. Terrence Mahr, City Attorney, discussed new state fines, fees, and assessment structures for presumptive fines.

Mr. Danicic went into detail regarding the movement towards a cell phone stipend for critical staff. He discussed how cell phones were issued before for connectivity and the movement of employees from standard to smartphones due to the interfacing problems with the Blackberry server. He spoke of the uses for phones changing with many employees having personal smartphones they use occasionally for city purposes. Staff, approved by the City Manager, will be eligible for a stipend for city business to be conducted on their personal data plan. He anticipates the costs overall will go down with fewer individuals receiving stipends and briefly discussed access and retention for information contained on cell phones.

Mr. Mahr stated if there is no new information being created then it should not be an issue as original documents or copies would be contained on the city's server although there should always be concerns for maintaining separation from the personal and public work for their privacy; although this would not protect you from public records laws.

Mayor Andrews recessed at 8:44 PM before the Executive Session and reconvened at 8:49 PM.

IX. EXECUTIVE SESSION

Executive Session pursuant to ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed – pertaining to the Industrial UGB.

Mayor Andrews announced the Council will be convening into Executive Session and excused all personnel and public.

City Council convened into Executive Session at 8:50 PM. All councilors, Dan Danicic, Terry Mahr, and Barton Brierley were present. Discussion was on ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed pertaining to the Industrial UGB. No decisions were made. Council convened back to regular session at 10:03 PM.

X. ADJOURNMENT

The meeting adjourned at 10:03 PM.

ADOPTED by the Newberg City Council this 17th day of January, 2012.

Norma I. Alley, City Recorder

ATTEST by the Mayor this 19th day of January, 2012.

Bob Andrews, Mayor

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: January 17, 2012

Order ___ No.	Ordinance ___ No.	Resolution ___ No.	Motion <u>XX</u>	Information ___
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SUBJECT: Motion Denying Ordinance No. 2011-2737 amending the Newberg Municipal Code pertaining to plats.

Contact Person (Preparer) for this Motion: Norma Alley, City Recorder
Dept.: Administration
File No.:

RECOMMENDATION: Deny **Ordinance No. 2011-2737** amending the Newberg Municipal Code pertaining to technical specifications and signature requirements for partition and subdivision plats.

EXECUTIVE SUMMARY:

On July 5, 2011, staff brought before the Council Ordinance No. 2011-2737 requesting code amendments pertaining to plat review. At that meeting, Council presented staff with some questions that required follow-up and thus tabled the item to a date uncertain. At this time, staff's attention has been directed to other projects.

At the end of each year, the City Recorder does an inventory of numbers issued for action items and does what is necessary to close out those items for historical preservation and accounting. It is requested this action item be denied allowing the closure of this number and to ensure a clean historical record.

The intent of this motion is to close out 2011 action items only and is not the intent for Council to approve a motion denying this ordinance due to any merit of the ordinance. Staff will continue to research the questions that came up during the July 5, 2011, deliberations and will return with a new ordinance addressing those questions and concerns at a later date.

FISCAL IMPACT:

None.

STRATEGIC ASSESSMENT:

Ensures an accurate accounting of records for long term preservation of the City of Newberg's history.

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REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: January 17, 2012

Order ___ No.	Ordinance ___ No.	Resolution ___ No.	Motion ___	Information <u>XX</u>
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SUBJECT: Discussion on the City of Newberg Budget for the 2012-2013 Fiscal Year.

Contact Person (Preparer) for this Item: Daniel Danicic, City Manager
Dept.: Administration
File No.:

EXECUTIVE SUMMARY:

This discussion begins the process of the 2012-2013 City of Newberg Budget and will provide guidance to staff as a proposed budget is prepared for presentation to the Budget Committee Meeting in April 2012.

The intent is to receive from Council general direction on goals and priorities related to City services and fund allocations.

FISCAL IMPACT:

Unknown at this time.

STRATEGIC ASSESSMENT:

It is important to begin budget discussions with the Council to ensure continuity of City functions and preparation of a proposed budget to be presented to the Budget Committee.

City of Newberg Mission Statement

“The City of Newberg serves its citizens, promotes safety, and maintains a healthy community.”

City of Newberg Vision Statement

“Newberg will cultivate a healthy, safe environment where citizens can work, play and grow in a friendly, dynamic and diverse community valuing partnerships and opportunity.”

Create a clear vision, in concert with the Chehalem Valley Strategic Plan, for the future of Newberg.

1.1 Develop a specific vision of what we want Newberg to become

Newberg should develop a clear and concise vision of what our community will look like in the future as guidance for projects and policies.

Establish a visual and aesthetic character for Newberg that will guide future new and redevelopment in the City.

ACTIONS COMPLETED: The Chehalem Valley Visioning document provided this guidance. Originally developed in 2001, an update could serve to satisfy this goal.

CURRENT ACTIONS: Working with CPRD and School District to develop a general satisfaction survey

1.4 Initiate and foster a stakeholders group for Newberg branding/marketing

Develop a branding and marketing plan as an economic tool to establish consistent artwork and wording styles on everything from tourism signs to websites to letterhead to make our organization instantly recognizable to investors, business contacts and travelers from other areas.

ACTIONS COMPLETED: Council approved an updated city logo and use guidelines

CURRENT ACTIONS: None

1.5 Explore avenues of new economic development

Newberg should pursue economic development that will provide jobs for area residents, strengthen local businesses, and support a self-sufficient, complete community. Newberg should seek new ways to strengthen and improve existing businesses in the community. Also, Newberg should seek to attract new businesses to the community that will strengthen and diversify the local economy. Newberg should explore new methods of achieving this goal, including partnering with other organizations.

ACTIONS COMPLETED:

- The City supported the creation of the Newberg Downtown Coalition in an effort to develop an effective Main Street Program.
- Worked with NDC and NDRC to define proposed concept of redevelopment of the First and Howard Street property.
- Supported the development of economic gardening programs at both the regional and state level.
- The City created an Infrastructure Financing Plan for the South Industrial Area.

- The Council adopted a revised Economic Opportunities Analysis in July, 2011.

CURRENT ACTIONS: City has 0.5 FTE assigned to oversee economic development by being involved locally and regionally to facilitate economic development and be a resource.

1.6 Review urban growth boundary

Newberg's urban growth boundary currently contains only a 13-year supply of land. Newberg should amend its urban growth boundary to include a 20-year supply of buildable land. Of particular concern should be including an adequate supply of industrial land and of land for affordable housing.

ACTIONS COMPLETED:

- The Council just adopted a revised urban growth boundary expansion on July 18, 2011. The 260-acre expansion southeast of Newberg has 132 acres of buildable land (125 acres Industrial, 7 acres Public/Quasi-Public).
- Housing: The Council adopted a revised Housing Element (part of our Comprehensive Plan) in April 2010 that analyzed the land needs for all housing types within Newberg. This was appealed to LUBA and remanded to the City, so it has not been finalized yet. When it is complete it will serve as the basis for future UGB expansions for housing land.

CURRENT ACTIONS: Staff working to address need for County adopted population growth estimate.

1.7 Review city limits

Newberg should review its current city limits and decide whether additional property should be annexed to the city. Of particular concern should be adding industrial land to the city to provide land for jobs and economic development. The City also might consider annexing additional land for affordable housing. The City should decide whether to pursue annexation of islands of unincorporated land or similar site specific properties to the city.

ACTIONS COMPLETED:

- Industrial land: When the UGB expansion for industrial land has been approved by the County and the State then Newberg will be in position to approve annexation requests by landowners in the southeast area.
- Affordable housing: The City revised the Development Code to add a batch annexation process. This process should help add land for affordable housing by making the annexation process simpler and less expensive for small properties.
- Island annexations: The City revised the Development Code regarding island annexations to comply with recent changes in State law.

CURRENT ACTIONS: None

Improve communication between our citizens, elected officials, and city staff.

2.1 Develop a better communication system with the community

Implement a program that will improve communications with the public in an effort to better inform citizens of City activities and encourage civic engagement.

ACTIONS COMPLETED:

- Website Update.
- Technical elements of PEG Channel addressed.
- Mayor's Musings available on website.

CURRENT ACTIONS:

- Draft PEG channel policy has been drafted. Council approval required.
- Working with local providers to develop and manage channel content.

2.3 Full electronic access for council business

Elected officials will be issued portable computers, enabling electronic access to meeting minutes, presentations, and records

ACTIONS COMPLETED:

- All Agendas and materials are available on the website so Councilors with computers may access information.
- Program to issue computers to Councilors on hold pending availability of effective hardware/software and budget.

CURRENT ACTIONS: None

The City of Newberg will endeavor to improve the quality of life for all its citizens.

3.1 Build and have an operations plan for new animal shelter

Construction of New Shelter:

The City should maintain the momentum that has been established by the subcommittee of the Council and the Newberg Animal Shelter Friends moving forward with design and construction activities, public outreach, a groundbreaking event and annexation.

Operations Plan:

The animal shelter will be owned and operated by the City under the operational authority of the Police Department. However, it is important to the City that a good relationship be established and maintained with the Friends whose efforts have obtained the core funds to build the new shelter. This should be accomplished by honoring their contributions, and seeking their input and participation in shelter activities.

ACTIONS COMPLETED: Contract to build the first phase of the animal shelter has been executed

CURRENT ACTIONS: Construction underway – Substantial completion April 2012.

3.2 Increase systems for meeting the needs of the communities under privileged or disadvantaged citizens.

The City will provide support within the community by:

1. Facilitate the coordination between the various organizations;
2. Provide and distribute information concerning the programs available;
3. Be a resource for governmental assistance for various programs; and
4. Partnership with other organizations to provide assistance, facilities, and other resources.

ACTIONS COMPLETED:

- Utility billing assistance is provided to citizens through programs managed by YCAP and Love, Inc.
- Council members sit on various local and county boards/committees such as the Affordable Housing Action Committee, Yamhill County Homelessness Steering Committee, Yamhill County Homeless Task Force, and Yamhill County Commission on Children and Family.

CURRENT ACTIONS: Staff continues to look for and be open to new opportunities to partner with local agencies and non-profits to provide services.

3.3 Intermediate alternative to the Newberg-Dundee Bypass

A bypass is still many years from fruition. The city should support a phased approach with the "first phase" being the segment between Highway 219/Wynooski Rd. intersection and Fulquartz Landing Road. This project scales down the original four-lane design to an initial 2-lane phase with two additional lanes to be added later.

ACTIONS COMPLETED: Mayor and Councilor Witherspoon sit on the Parkway Committee and are actively promoting this concept.

CURRENT ACTIONS: City to consider funding participation for a multi-agency bond to support phase-1 bypass construction.

3.4 Contiguous sidewalks along all streets

Correct deficiencies identified in the 2007 Newberg ADA/Pedestrian/Bike Route Improvement Plan findings of 24 miles of missing sidewalks and 445 missing curb ramps.

ACTIONS COMPLETED:

- Pilot project led by Councilor Howard to create a bikeway route approved by Council. Design completed.
- City obtained ODOT grant funding to construct sidewalks and bike lanes along the west side of N. College St. between Vermillion St. and Crestview Drive.

CURRENT ACTIONS:

- Pilot project implemented June 2012.
- N. College St. sidewalk/bikeway pre-design underway.

3.5 Crestview Drive extension

The City needs an additional north side major collector to facilitate the movement of traffic. To accomplish this, complete Crestview Drive from the Providence Drive intersection at Highway 99W to the Springbrook Road roundabout.

ACTIONS COMPLETED: The portion of this project through Oxberg Estates is complete.

CURRENT ACTIONS: The City continues to work with stakeholders to realize the construction of the segment between Oxberg Estates and Hwy. 99W

3.6 Have draft concept for rerouting traffic downtown

Identify a route in the downtown area that would allow pass-through traffic as an option other than First Street.

ACTIONS COMPLETED: None

CURRENT ACTIONS: None

3.7 Road maintenance funding

Implement alternative funding mechanisms such as a gas tax, traffic impact fee, construction impact fee, or improvement bonds that would assist in supporting the City street maintenance program.

ACTIONS COMPLETED: None

CURRENT ACTIONS: None

3.8 South side improvements

Newberg should pursue improvements in two particular areas along the south side of Newberg.

First, the City should pursue improvements along the riverfront area. Short-term improvements could include a walking trail along the river. Longer-term improvements would include utility and transportation infrastructure improvements that would promote development according to the riverfront master plan.

Second, the City should pursue improvements to create a new industrial area along Highway 219 near Wyooski Road. Transportation and utility improvements in this area are needed to create “shovel ready” industrial land, which would promote economic development in the area.

ACTIONS COMPLETED: Riverfront Plant adopted in 2002.

CURRENT ACTIONS:

- City working with CPRD’s Heritage Trails Project.
- SE Industrial Area UGB Project underway.

3.10 Loose cat population fixed (controlled)

Implement a public awareness campaign on the importance to spay and neuter cats. Consider adoption of ordinances to address the cat population when the new animal shelter is completed. Look into the County's Feral cat population control solutions.

ACTIONS COMPLETED: None

CURRENT ACTIONS: None

3.11 Increase library hours

Funding and methods to increase library hours will be developed and implemented.

ACTIONS COMPLETED: This is considered during the development of each fiscal year budget.

CURRENT ACTIONS: Being considered for FY 12/13 budget.

The City of Newberg will assure that its decision making process always develops the highest practicable environmental standards.

4.1 Cleaning contracts with green companies

The City of Newberg will only award contracts for cleaning services with preference given to those companies that have Green Seal Certification. GS-42 establishes environmental requirements for cleaning service providers of commercial, public, and institutional buildings, including in-house and external cleaning services, to create a green cleaning program that protects human health and the environment.

ACTIONS COMPLETED: None.

CURRENT ACTIONS: To be considered when the current janitorial services contract expires.

4.2 City builds to LEED standards

All city facility improvements will meet LEED standards and existing buildings will be operated under sustainable and environmentally friendly practices.

ACTIONS COMPLETED: None.

CURRENT ACTIONS: Facilities Maintenance staff takes this into consideration during normal course of business.

Public and basic services shall be kept as a high priority for the citizens of Newberg.

5.1 Sustainable budget

Develop a sustainable budget identifying appropriate funding sources, has appropriate contingencies and foresees issues that may arise in the future to withstand the ups and downs of the economy.

ACTIONS COMPLETED: Each year, the city manager prepares a five year budget estimate to identify trends so that the budget may be adjusted as appropriate.

5.2 Civic Engagement Program

Develop a civic engagement program to encourage citizens to participate in City committees and on Council.

ACTIONS COMPLETED: None

CURRENT ACTIONS: None

Completed Goals

Create a clear vision, in concert with the Chehalem Valley Strategic Plan, for the future of Newberg.

1.2 A visual plan for Newberg

Was combined with 1.1 after 8/1/2011 Council meeting.

1.3 Craft a mission statement for city government

The current mission and vision statements for Newberg are more than ten years old. The City Council should revisit these statements to ensure they are relevant.

Improve communication between our citizens, elected officials, and city staff.

2.2 Update the City's website

The City website is the electronic communication link between citizens, elected officials, and staff. Events, records, and forms are just a few examples of the information found on the website.

The City of Newberg will endeavor to improve the quality of life for all its citizens.

3.9 P.C.C. campus

The City will be an active partner with local stakeholders to assist with the establishment of a local PCC campus.

New building opened September, 2011.

Activities of the City of Newberg

General Fund

- Municipal Court

- Police Dept
 - Patrol
 - Investigations
 - Animal Control

- Fire Dept
 - Suppression
 - Prevention
 - EMS

- Dispatch

- Library

- Planning
 - Long Range Planning
 - Development Review

Transportation Fund

- Engineering
- Maintenance

Wastewater Fund

- Engineering
- Operations
- Maintenance

Water Fund

- Engineering
- Operations
- Maintenance

Stormwater Fund

- Engineering
- Maintenance

Economic Development Fund

Building Fund

- Inspection
- Plan review

Administrative Fund

- City Manger
- Human Resources
- City Clerk
- Emergency Management
- Finance
- Utility Billing
- IT
- Fleet
- City Attorney
- Facilities