



**CITY COUNCIL AGENDA
APRIL 2, 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. SPECIAL PRESENTATIONS

1. Consider a motion approving a proclamation declaring April 8-14, 2012, as National Public Safety Telecommunications Week. (Pgs. 3-5)
2. Consider a motion approving a proclamation declaring April as Child Abuse Prevention Month. (Pgs. 3-5)

V. CITY MANAGER'S REPORT

VI. 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)

VII. CONSENT CALENDAR

1. Consider a motion approving **Resolution No. 2012-2997** authorizing the city manager to approve the replacement purchase of two patrol vehicles. (Pgs. 9-10)
2. Consider a motion approving the March 5, 2012, City Council meeting minutes. (Pgs. 11-19)

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.

VIII. PUBLIC HEARINGS

1. Consider a motion approving **Ordinance No. 2012-2751** adopting revised findings for the South Industrial UGB amendment and revisions to the Economic Opportunities Analysis. (Please bring material from the 3/19/2012 meeting)
(Legislative Hearing – Second Reading)

IX. NEW BUSINESS

1. Consider a motion adopting **Resolution No. 2012-2998** the Newberg Cultural District Master Plan. (Pgs. 21-86)
2. Consider a motion directing the City Manager to develop an Intergovernmental Agreement (IGA) for the participation of a local funding match for the Newberg-Dundee Bypass. (Pg. 87)

X. COUNCIL BUSINESS

XI. 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: April 2, 2012

Order ___	Ordinance ___	Resolution ___	Motion <u>XX</u>	Information ___
No.	No.	No.		

SUBJECT: Approve a proclamation declaring April 8 - 14, 2012, as National Public Safety Telecommunications Week.

**Contact Person (Preparer) for this Motion: Mary Newell, Support Service Manager
Dept.: Police
File No.:**

RECOMMENDATION: Adopt request to approve a proclamation declaring April 8 - 14, 2012, as National Public Safety Telecommunications Week.

EXECUTIVE SUMMARY: The Newberg-Dundee 9-1-1 Center joins other 9-1-1 communications centers across the nation in celebrating the week of April 8 – 14, 2012, as National Public Safety Telecommunications Week. This week, the Association of Public Safety Communications Officials (APCO) International honors the thousands of men and women who respond to emergency calls, dispatch emergency police, fire and EMS responders, and provide life saving assistance to the citizens throughout the United States.

Newberg-Dundee 9-1-1 Center is the Primary Answering Point (PSAP) for east Yamhill County, approximately 100 square miles, for all emergency 9-1-1 calls. Additionally, they answer the business lines for Newberg-Dundee Police, Newberg Animal Control, and after-hours emergency calls for Newberg and Dundee fire and Newberg and Dundee public works departments. Between January 1 and December 31, 2012, Newberg-Dundee 9-1-1 Center processed 60,125 incoming telephone calls, 11,312 of which were emergency 9-1-1 calls.

During this same period, 33,084 CAD (Computer Aided Dispatch) Calls for Service were generated:

12,151	Police General
10,866	Police Traffic related
1,663	Police Animal
4,140	Police Community Policing [Area checks, FI, etc]
686	Fire Calls
2,363	EMS Calls [Emergency Priority 1-4]
1,156	EMS Calls [Non-emergency transfers and move ups]
4	Water Rescue
55	Miscellaneous [Technical problems, etc]
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33,084	TOTAL 2011

Newberg–Dundee 9-1-1 Center participated in several major, high-profile incidents involving coordination of multiple jurisdictions, agencies, and resources during 2011:

- Explosion at electrical power station @ 3rd & Howard, adjacent to the police department and 9-1-1 Center. Dispatchers Fitzpatrick, Miller, and Tennant
- Officer Involved Shooting. Dispatchers Kuhlman and Brown
- Explosion at Best Western. Dispatchers Kuhlman and Brown
- Mid-Air Airplane Collision. Dispatchers Miller and Brown
- Burglary case, multi-agency. Dispatchers Thomson and Brown, & Christensen for translation services.

Dispatchers, also known as Telecommunicators, are trained responders and the first point of influence in an emergency situation, the first to render emergency service the moment they answer a telephone call. Newberg-Dundee dispatchers are highly trained, professional and dedicated personnel. Taking control of a call is vital to getting the call dispatched efficiently, but dispatchers must also exercise compassion when handling high risk medical calls such as suicides/attempts (61), active childbirth/OB calls (8), and trauma (25) calls including stabbings, lawnmower/fireworks accidents, impaling, and equestrian accidents. Acquiring, distributing, and recording call details quickly and accurately to police, fire and EMS personnel is important in all call types: road rage (32), motor vehicle crashes (497), domestic violence (97), suspicious devices (12), or gunshot wounds (5). Daily, telecommunicators speak and interact with emotional, hysterical or angry callers; responding with respect, compassion, and professionalism.

Also during 2011, were 14 reported residential fires, five of which were actual fires. Fire departments rely heavily on dispatch personnel to activate/monitor personnel and apparatus, locations and status, as well as obtaining outside resources. Similarly, vehicle pursuits or bomb threats involving police responders put dispatchers on alert as they track vehicle movement and stage additional resources.

Training begins with an 80 hour academy at the Department of Public Safety Standards and Training (DPSST), 32 hours of Emergency Medical Dispatch Training (EMD), and field training with a trainer for up to 18 months. Telecommunicators are certified through DPSST, and can obtain Basic, Intermediate and Advanced certification based on training, education and experience. Dispatchers must be able to multi-task between keyboards, radios, telephones, multiple types of software and computer screens, all while talking on radios, telephones, and between one another.



The City of Newberg has provided dispatch services for 50+ years. Currently, staffing consists of 9 dispatchers (1.5 more than FY 83-84), including the Communications Supervisor. Dispatch personnel work five 8-hour shifts per week, with frequent overtime shifts. Four have achieved Advance certification, 2 Intermediate, and 3 Basic. Education levels include 4 Bachelor degrees. Their background experience brings into the dispatch center knowledge as a police reserve officer, a Basic EMT, a middle school educator, former college security, two Veterans, and a pilot.

FISCAL IMPACT: None.

STRATEGIC ASSESSMENT: With great appreciation and gratitude, we recognize and celebrate the hard work of these largely unseen dedicated professionals who work in tandem with police, fire and EMS to ensure the safety and security of our citizens.



PROCLAMATION

A PROCLAMATION DECLARING APRIL 8 – 14, 2012, AS NATIONAL PUBLIC SAFETY TELECOMMUNICATIONS WEEK

WHEREAS, emergencies can occur at anytime that require police, fire, or emergency medical services; and

WHEREAS, when an emergency occurs the prompt response of police officers, firefighters, and paramedics is critical to the protection of life and preservation of property; and

WHEREAS, the safety of our police officers and firefighters is dependant upon the quality and accuracy of information obtained from citizens who telephone the Newberg-Dundee Communications Center; and

WHEREAS, professional Public Safety Telecommunicators are a vital link between citizens and victims and are the first and most critical contact our citizens have with emergency services;

WHEREAS, Public Safety Telecommunicators are the single vital link for our police officers, firefighters, and emergency medical personnel by monitoring their activities by radio, providing them information and insuring their safety; and

WHEREAS, Public Safety Telecommunicators of the Newberg-Dundee Communications Center have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and

WHEREAS, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year.

NOW, THEREFORE, IT IS PROCLAIMED by the Mayor and City Council of the City of Newberg, Oregon, the week of April 8-14, 2012, to be National Public Safety Telecommunications Week in Newberg, in honor of the men and women whose diligence and professionalism keep our city and citizens safe.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the Seal of the City of Newberg to be affixed on this 2nd day of April, 2012.

Bob Andrews, Mayor

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REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: April 2, 2012

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

SUBJECT: Approve a proclamation declaring the month of April as Child Abuse Prevention Month.

Contact Person (Preparer) for this
Motion: Bob Andrews, Mayor
Dept.: Administration
File No.:

RECOMMENDATION:

Approve a proclamation declaring the month of April as Child Abuse Prevention Month.

EXECUTIVE SUMMARY:

Juliette's House Child Abuse Assessment Center requests the City proclaim the month of April as Child Abuse Prevention Month. Juliette's House also encourages the City's participation with the "Pinwheels for Prevention" campaign to create awareness of the need to prevent child abuse and neglect. The pinwheels, a symbol of a happy childhood, have been made by the students of Yamhill-Carlton intermediate and high schools and have been placed all around Yamhill County. The "Pinwheels for Prevention" campaign encourages others to learn more about preventing child abuse or how to report abuse by contacting Juliette's House, CASA, or the Yamhill County Commission on children & Families.

With great appreciation and gratitude, the mayor brings forward this proclamation for your consideration.

FISCAL IMPACT:

None.

STRATEGIC ASSESSMENT:

This supports the Council's desire to be an active participant in the community by reaching out and recognizing the importance of educating citizens on child abuse and neglect occurring within our community.



PROCLAMATION

A PROCLAMATION DECLARING APRIL AS NATIONAL CHILD ABUSE PREVENTION MONTH

WHEREAS, National Child Abuse Prevention Month began in 1983 as part of a Presidential proclamation to raise awareness of the alarming rate at which children were being abused and neglected; and

WHEREAS, this month of awareness has since become an annual event reaffirmed by each succeeding President; and

WHEREAS, every child deserves to grow up in a healthy, safe, nurturing environment; and

WHEREAS, child abuse and neglect causes psychological, emotional, and physical harm which can create lifelong problems for victims of abuse; and

WHEREAS, child abuse and neglect impacts our entire society and our society's future; and

WHEREAS, parents, families, and communities can help reduce child abuse and neglect by recognizing that prevention starts with each of us; and

WHEREAS, Juliette's House Child Abuse Assessment Center has encouraged partner agencies and concerned citizens throughout Yamhill county to display pinwheels, a happy symbol of childhood, during the month of April as part of the "Pinwheels for Prevention" campaign to create awareness of the need to prevent child abuse and neglect; and

NOW, THEREFORE, IT IS PROCLAIMED by Mayor Bob Andrews and the City Council of the City of Newberg, Oregon, that every year henceforth the month of April as National Child Abuse Month and urge the citizens of Newberg to work together to eliminate child abuse and neglect from our community.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the Seal of the City of Newberg to be affixed on this 2nd day of April, 2012.

Bob Andrews, Mayor

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: April 2, 2012

Order ___ No.	Ordinance ___ No.	Resolution <u>XX</u> No. 2012-2997	Motion ___	Information ___
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SUBJECT: Authorize the City Manager to approve the replacement lease purchase of two (2) new 2011 Chevrolet Caprice police patrol vehicles for the Newberg-Dundee Police Department

Contact Person (Preparer) for this Motion: Chris Bolek – Patrol Captain
Dept.: Police
File No.:

RECOMMENDATION:

Adopt **Resolution No. 2012-2997** authorizing the city manager to approve the lease purchase of two (2) new 2011 Chevrolet Caprice Police Package vehicles from Auto Additions Inc., Salem, Oregon

EXECUTIVE SUMMARY:

The City of Newberg is a member of the Oregon Department of Administrative Services Cooperative (ORCPP). Under this cooperative, the State of Oregon bid for police cars is currently awarded to Hubbard Chevrolet, Hubbard; Ron Tonkin Chevrolet, Portland; and Carlson Chevrolet, Sandy. Due to proximity, the Police Department and City of Newberg chooses to purchase the vehicles from Hubbard Chevrolet under the State bid. Through the bid process, Auto Additions has been chosen as the company to “build” the cars into police vehicles. Hubbard Chevrolet will sell the vehicles for a base price of \$26,793.42 each to Auto Additions Inc. on behalf of the City of Newberg. Therefore, the vehicles will be transferred to Auto Additions after purchase for the build.

The police department has a total of twelve (12) vehicles assigned to the patrol division. We have two cars with over 128,000 and 106,000 miles respectively. The lease purchase of these new vehicles replaces, not supplements, vehicles to the patrol car fleet that have manufacturer warranties. This is wise in the event an item or part on the car goes bad as it is therefore covered under warranty. New vehicles have a higher expectation of dependability, therefore availability for uninterrupted patrol use. Patrol cars must be available and dependable for use 24 hours a day, seven days a week.

FISCAL IMPACT: Lease purchase will be made via an equipment lease with US National Bank (USNB) at a rate of 2.99% annually for three (3) years with a \$1.00 buyout at the end of the lease. USNB is the City of Newberg’s primary bank. The purchase price for the vehicles is \$73,100.56 with an estimated total interest cost of \$2,380.55, Origination Fee of \$499.00 and \$1.00 buyout per vehicle, totaling \$75,982.11. The payments will be made in three (3) installments of \$25,160.37; the first payment due upon acceptance of the vehicles and the balance to be paid in two (2) annual payments each of 25,160.37. There is a \$1.00 buyout per vehicle upon the completion of the lease that the City will pay. The individual price of each vehicle, less interest and origination fees is \$36,551.28. Replacement of police vehicles has been budgeted under account number 32-2110-610000.

STRATEGIC ASSESSMENT: These vehicles will be replacement vehicles and not additions to the patrol vehicle fleet. Replacing aging police vehicles with excessive mileage and /or engine hours is imperative to the efficient use of vehicle maintenance funds by reducing maintenance.



RESOLUTION No. 2012-2997

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPROVE THE
LEASE PURCHASE OF TWO REPLACEMENT PATROL VEHICLES FOR
THE NEWBERG-DUNDEE POLICE DEPARTMENT**

RECITALS:

1. The Newberg-Dundee Police Department is finding it necessary to replace two aging patrol cars that have over 128,000 and 106,000 miles on them respectively. Repair and maintenance costs will continue to rise due to the age and wear on the vehicles.
2. The vehicles will be obtained under the Oregon Department of Administrative Services Cooperative (ORCPP) from Hubbard Chevrolet. The bid to build the vehicles into marked police patrol vehicles will be awarded to Auto Additions and complies with ORS Chapter 279 and the City of Newberg Purchasing Manual.
3. The final cost to purchase, build, and complete both vehicles as marked police patrol vehicles, principal, interest and origination fee, is \$75,982.11. Funding for the lease payments to purchase these vehicles is budgeted under the Police Department's Vehicle Replacement Account 32-2110-610000.

THE CITY OF NEWBERG RESOLVES AS FOLLOWS:

1. The City Council, acting as the Contract Review Board for the City, does hereby authorize the City Manager to approve the lease purchase of two (2) 2011 Chevrolet Caprice Police Package vehicles, built (equipment and labor) as an authorized marked police vehicle, from Auto Additions, Salem, OR for a total price of \$73,100.56.
2. Funding for this lease purchase will be provided by US National Bank, at 2.99% for three (3) years, including an origination fee of \$499.00. The annual lease payments will be \$25,160.37 for three (3) years, with a \$1.00 buyout per vehicle at the end of the lease.

➤ **EFFECTIVE DATE** of this resolution is the day after the adoption date, which is: April 3, 2012.

ADOPTED by the city council of the city of Newberg, Oregon, this 2nd day of April, 2012.

Norma I. Alley, City Recorder

ATTEST by the mayor this 5th day of April, 2012.

Bob Andrews, Mayor

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: April 2, 2012

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

SUBJECT: Approve the March 5, 2012, 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 COUNCIL MINUTES
MARCH 5, 2012
7:00 P.M. MEETING
PUBLIC SAFETY BUILDING TRAINING ROOM (401 EAST THIRD STREET)

I. CALL MEETING TO ORDER

Mayor Bob Andrews called the meeting to order at 7:00 p.m.

II. ROLL CALL

Council

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

Staff

Present: Daniel Danicic, City Manager Terry Mahr, City Attorney
 Barton Brierley, Planning and Building Director Norma I. Alley, City Recorder
 David Beam, Economic Development Coordinator Jennifer Nelson, Deputy City Recorder

Others

Present: Robert Soppe, Hank Grum, Sheryl Kelsh, and Louis Larson.

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

IV. CITY MANAGER'S REPORT

Mr. Daniel Danicic, city manager, invited the council to the children's library expansion kickoff fundraiser on March 8, 2012, at 11:30 a.m. He announced Oregon Department of Transportation (ODOT) will be holding an auction this Saturday, March 10, 2012, at 2:00 p.m. on the corner of 13th Street and River Street to sell the manufactured homes purchased for the bypass right-of-way. He exhibited the new Veteran's parking sign to be installed at the Blaine Street Parking Lot.

V. PUBLIC COMMENTS

Mr. Robert Soppe said unless he is misreading the agreement, regarding Resolution No. 2012-2991, letting ODOT deal with the right-of-way collection for College Street improvements, it appears the property owners who would normally have incurred a financial burden for the improvements may not only avoid those burdens, they may be compensated for the right-of-way transfer. He asked if there is a mechanism included in the agreement that ensures the council makes a decision about this, does this agreement negate the power of the council to decide if those who have legal obligations to fund improvements in front of their properties are going to pay, or is the burden to be placed on future developers.

Mr. Danicic stated the contract is specifically with ODOT. It is their project and they do all the work; part of that is the right-of-way acquisition. This is less expensive than going out to get a consultant. The contract focuses on the act of who is doing the appraisal and does not speak to the council's right to weigh in. It does not address or negate the authority of the council, subvert their decisions, or make things more difficult.

VI. CONSENT CALENDAR

1. Consider a motion approving **Resolution No. 2012-2991** authorizing the city manager to execute an Intergovernmental Agreement with the State of Oregon for right-of-way services for the N. College Street Sidewalk and Bike Lanes Improvement Project.
2. Consider a motion approving **Resolution No. 2012-2992** authorizing the city manager to negotiate a contract change order with First Cascade Corporation for the Fire Station 20 Remodel Project.

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

3. Consider a motion approving the February 6, 2012, City Council meeting minutes.

MOTION: Rierson/Howard approving the Consent Calendar including **Resolution No. 2012-2991** and the City Council minutes from February 6, 2012, as presented. Motion carried (7 Yes/0 No).

VII. PUBLIC HEARINGS

1. Consider a motion approving **Ordinance No. 2012-2749** establishing a Newberg Affordable Housing Trust Fund.

TIME – 7:16 p.m.

Mayor Andrews announced this is the second reading. Testimony was heard at the last meeting and additional written correspondence has been received and entered into the record. He reconvened the Legislative Hearing and asked for staff's recommendation.

Mr. David Beam, economic development coordinator, recommended approving Ordinance No. 2012-2749.

Mayor Andrews stated the use of the phrase “determined that” under Recital number five may not be the best use of words and suggested changing it to “is concerned that”.

Councilor Bacon said the determination was the creation of the Affordable Housing Committee. Mayor Andrews said there was no formal “determination” made by a vote taken.

Councilor Shelton agreed the charge given to the ad-hoc committee may have been council's determination, but could appreciate better wording.

Mayor Andrews said he would like to see the motion made to include the language change in the fifth recital.

Councilor McKinney stated after reading through the past and present affordable housing record, this ordinance sets up the agency or the mechanism to fund rather than a fund. He is not in support of this ordinance because it has yet been explained how this will create affordable housing in Newberg and he does not like to support something that still has a lot to prove.

MOTION: Bacon/Howard approving **Ordinance No. 2012-2749** amending the Municipal Code, adding a new section establishing a Newberg Affordable Housing Trust Fund. To be read by title only.

MOTION: Andrews/Howard amending **Ordinance No. 2012-2749** changing the language “determined that” to “is concerned that” under the fifth recital. Motion carried (6 Yes/1 No [McKinney]).

Councilor Rierson said he was in support of this motion establishing an account and hopes to see the committee provide some recommendations to move the process forward.

VOTE: To approve **Ordinance No. 2012-2749** amending the Municipal Code, adding a new section establishing a Newberg Affordable Housing Trust Fund, as amended and read by title only. Motion carried (6 Yes/1 No [McKinney]).

2. Consider a motion approving **Ordinance No. 2012-2750** deferring the collection of System Development Charges for affordable housing projects.

TIME – 7:29 p.m.

Mayor Andrews introduced the hearing as a first reading and called for any conflicts of interest or abstentions; none appeared.

Mr. Barton Brierley, planning and building director, presented the staff report, with the use of a PowerPoint slideshow (see official meeting packet for full report), and recommended approval of Ordinance No. 2012-2750.

Councilor Howard asked is there opportunity for developers to abuse this. Barton Brierley answered yes, by using it as a deferral to collect later, which could be more difficult to collect.

Councilor Rierson asked has this previously made it more attractive for builders to build affordable housing, would this be made available to more than just affordable housing developers, and has this spurred development. Barton Brierley replied this has been available to promote development making it an attractive option for a number of developers and did spur some building.

Councilor McKinney asked what protection is there to ensure payment is made. Barton Brierley replied holding the certificate of occupancy until the System Development Charge (SDC) is paid for or record a lien on the property.

Councilor Witherspoon explained to put a real number to this, an average multi-family unit would have \$100.00 in interest with potential savings for developers to reach into the thousands of dollars. Barton Brierley answered yes.

Mayor Andrews asked why this is only for affordable housing and not all development. Barton Brierley said because there is interest and administrative costs to the city that are not recommended to incur for non-affordable housing. Mayor Andrews suggested making the deferral available for all development.

Mayor Andrews asked if the language stating “applicant shall demonstrate the dwelling will be for a low or very low income household” under 13.05.095(C) has been defined in the code. Barton Brierley answered it is defined in the Newberg Affordable Housing Action Plan, not in the code.

Councilor Shelton said low income is defined in the Affordable Housing Action Plan on page five, but the problem is it has the 2009 static figures in that document. It would be helpful to adopt more fluid numbers updated through the years. It helps to have real numbers, not approximate.

Councilor Howard expressed the same interest in expanding to all projects and would like to look at what kind of fee would be required and still thinks exemption for affordable housing would be appropriate.

Mayor Andrews opened the public testimony starting with proponents:

Mr. Robert Soppe testified there are ways to lower cost. Shift the cost by changing the procedure to save elsewhere or change building standards. He said he is generally not in favor of shifting the burden. There may be a slight shortfall made up by future developers. Charge in the future for deferrals now and then in the future it could be taken advantage of too. He liked the suggestion of including staff time expense. It also creates savings by reducing financing costs to the developer. This is a good benefit to offer developers. A shorter deadline would be appropriate under item E stating the city manager may allow payment upon closing of escrow in no case more than six months after the certificate of occupancy. The interest should be fairly clear under item F, because as it states the interest shall be specified in the agreement but am not seeing what the standard should be. Holding the certificate of occupancy is a strong leverage, but a lien is not strong enough. This is a great thing to open to all developers with the provision of a fee to cover staff expenses.

Opponents:

Mr. Hank Grum testified this should not pass because it allows government to crowd out private lending at the taxpayers risk and expense. The language for the city manager to tie up ends and the dollar amount in staff time needs to be cleared up. Staff is overworked by the cut backs, so why add more burden. Banks and credit unions are in the business of assessing risk and not at the taxpayer's expense. What about addressing how the shortfall will be financed for city projects from deferred SDC principal. This ordinance provides special privileges contrary to Oregon constitution stating no law shall be passed allowing privileges or immunities not equally applied to all citizens. This ordinance excludes the builder that does not apply to Housing of Urban Development (HUD) guidelines. HUD builders pay no property taxes removing properties from tax rolls. Until there are better figures on costs to the city and privileges to only a certain class of people is addressed; this should not be accepted.

Mayor Andrews closed the public testimony and kept the written record open for seven days. Council deliberations will be held at the next meeting.

VIII. NEW BUSINESS

1. Consider a motion accepting the Chehalem Valley Chamber Visitor Information Center Second Quarter Report.

TIME – 8:13 p.m.

Ms. Sheryl Kelsh, Chehalem Valley Chamber Of Commerce director, reviewed the report submitted for the packet. She announced the launch of their new brand, working on inputting all the data for a new website, the publishing of the new 2012-2013 community maps, and the success of the Trilogy Winemakers Dinner held at The Allison Inn last weekend.

MOTION: Rierson/Bacon accepting the Chehalem Valley Chamber Visitor Information Center Second Quarter Report. Motion carried (7 Yes/0 No).

2. Consider a motion to modify the City Hall hours to 8:30-4:30 Monday through Friday.

TIME – 8:17 p.m.

Mr. Danicic presented the staff report (see official meeting packet for full report).

Councilor Shelton asked if there would be an advantage to be open for water shut off days. Mr. Danicic replied it would allow customers to come in an extra half an hour. Customers would still have to come in by 5:00 p.m. for the public works employee to turn water back on.

Mayor Andrews suggested adding the continued use of the call handler.

Councilor Howard said he is willing to proceed with extended hours on shut off days, but would like staff to monitor it and if it is not working then come back to council for reconsideration.

MOTION: **Rierson/Shelton** to modify the City Hall hours to 8:30-4:30 Monday through Friday, except to remain open until 6:00 p.m. on water shut off days, and to continue use of the call handler. Motion carried (7 Yes/0 No).

Mayor Andrews recessed at 8:26 p.m. for seven minutes and reconvened the meeting at 8:33 p.m.

3. Consider a motion approving **Resolution No. 2012-2990** placing an operating levy on the May 4, 2012, ballot to fund the local, 9-1-1/Emergency Communications Center.

TIME – 8:33 p.m.

Mayor Andrews explained the desire for council to participate in a roving gavel process allowing for councilors to get experience in running a meeting. Mayor Andrews handed the gavel to Councilor Howard to lead the process for this resolution.

Mr. Dan Danicic presented the staff report.

Councilor Rierson asked Chief of Police Brian Casey is there more than funding for operation of the 9-1-1 public safety that comes from general fund, such as training and staffing and all that goes along with public service. He continued asking if you were making the decision would you contract the work or keep it the way it is. Brian Casey answered if there were significant savings and cuts were to lose officers, then I would consider contracting dispatching as a good alternative. With the cost of Washington County Consolidated Communications Agency (WCCCA), today I do not see significant savings. Councilor Howard stated he is not in favor of contracting 9-1-1 services and likes having 9-1-1 in the community. There appears to be marginal savings to contract it out.

Councilor Rierson stated if this levy goes on the May ballot, it might not fair well in the current economic climate, so I am not comfortable to support this ballot.

Councilor McKinney said there is a reality this is not going to succeed on the ballot and the city needs to come up with a hard budget. A question to ask the community is is it important to commit to keeping 9-1-1 in our community. I also would like to find out what contracts we have with other jurisdictions.

Councilor Bacon inquired if the rural fire district was liable to fund the communications center. Dan Danicic answered the city does have a contract with them to provide service for a certain cost, but do not know of the specific provisions in the contract. Brian Casey stated there is just an agreement, but not within the last 10 years, for police services but dispatch was not mentioned.

Councilor Howard asked is there a contract with Dundee Fire for dispatch. Brian Casey replied no, not a dispatching contract just an agreement between the city managers placed on letterhead in 2004.

Councilor Rierson asked is Newberg dispatching for Dundee fire and the rural fire district. Brian Casey answered yes.

Councilor McKinney asked how much does the rural fire district and Dundee financially contribute toward the 9-1-1 expenses. Brian Casey said \$36,000.00 last year for dispatching services.

Councilor McKinney expressed concern that WCCCA would look at Newberg as a potential revenue source rather than how other Washington county residents would participate, potentially making us responsible for a higher or undue amount to participate. Dan Danicic said that can be accounted for during contract negotiation. The contract would be approved by council, which could not allow for that type of thing to happen.

Councilor Bacon pointed out the continued need for a records department and the increase in personnel to do what is currently covered by the communications officers. Brian Casey added dispatch multi-tasks providing support in data entry of citations and police reports; answering business lines; and transferring calls within the department.

Councilor Howard opened public testimony starting with opponents:

Mr. Louis Larson testified he has been a resident since 1999 and is in opposition, which is not based on if the city should or should not have a call center in town, but because of the speed at which this has come forth to the voters. There has been little public discussion on this, although there has been a council work session on February 12, 2012, and budget meeting on February 28, 2012, as far as neighbors are concerned they have no idea what is going on. All operation and personnel costs needs to be addressed when considering a levy. Council and the city manager need to consider reducing pension costs, which is the driving factor of where we are today. Those costs have exceeded the revenue since I lived here. For the future, having costs built into the salary or compensation packages is not sustainable. In this current economic and social environment contracting should be considered for competitive and cost effectiveness for years to come. Dan outlined how the general fund is from different departments, so why not reduce employee benefits across the board. Look at what all costs boil down to and the most essential costs we want to incur as a city. There needs to be an open mind on how to mitigate or address costs in the future; trade offs is what it comes down to. The chamber funds do a great job but what is more important, a call center or to keep funding the information center. General obligations rarely end; once the door is opened it is difficult to close.

Councilor Bacon pointed out the monies given to the chamber are a dedicated source and the city cannot spend it on anything but tourism.

Councilor Howard closed the public testimony and asked for staff's final recommendation. Dan Danicic recommended approving Resolution No. 2012-2990 and moving the ballot title to the May election.

MOTION: Shelton/McKinney to not approve Resolution No. 2012-2990.

Councilor Shelton indicated discussions have been about the budget issues, which is much bigger than just the resolution in front of us. Not approving this resolution postpones council deliberation to allow for discussion in the community.

Councilor McKinney stated he is not in favor of the levy. Funding for 9-1-1 needs to be supported by the whole community and a levy does not do that. Increasing the public safety fee should be considered in order to reach out to a mass of people instead of just those that pay property taxes.

Councilor Rierson agreed he did not feel the levy of this magnitude could pass and would be counterproductive to the budget process. This levy maybe addresses the cost of operations but not what the savings are as part of the whole picture. I do not want to go to the public when I am not prepared to give up the operation of dispatch in our community. We need to find a way to help fund public safety, not just 9-1-1, and all general fund money. It is reasonable to ask, but it may be better to do a levy at a lower amount or a utility fee.

Councilor Witherspoon agrees this is an affront to citizens to throw at them in this time frame and the majority would have no idea what this is about. We need to educate the public that this is not an issue of financing public safety or dispatch, but total budget shortfalls and we have to find money somewhere. We need to rally the community for everyone to chip in to help the city maintain the same level of livability they are accustomed to. Do we make it part of the utility bill or part property tax increase, I do not know but there is no way the public will buy this. We need to be honest and not farm this out to WCCCA. I want to keep it here as well as not cut police and fire.

Councilor Bacon explained she is not in support of the motion on the table. I agree we need more time. This puts money into the budget so we can fund 9-1-1, which is worthwhile. Even if this is a short time, I support funding the 9-1-1 how we can and would work on the campaign.

Mayor Andrews said he does not support the resolution and will vote not to adopt it. We owe it to the community to have more in depth conversation and explore various alternatives.

Councilor Howard said at first I was hesitant to send this to a vote and was more inclined to consider contracting, but projected savings gave me a more informed decision. I somewhat disagree people would be in the position to make an informed decision and may not recognize the benefits of a local dispatch; rather, they would see costs actually spent on dispatch even if they were not true costs. My opinion has changed the last couple weeks and I support this motion.

VOTE: to not approve **Resolution No. 2012-2990**. Motion carried (6 Yes/1 No [Bacon]).

4. Consider a motion approving **Resolution No. 2012-2992** authorizing the city manager to negotiate a contract change order with First Cascade Corporation for the Fire Station 20 Remodel Project.

TIME – 9:37 p.m. - This item was pulled from the Consent Calendar to be discussed under New Business.

Staff recommended approval of the revised Resolution No. 2012-2992, as handed out (see official meeting packet for revised resolution).

MOTION: **Shelton/Bacon** approving **Resolution No. 2012-2992** authorizing the city manager to negotiate contract change orders with first cascade corporation for to the fire station 20 remodel project up to a total contract amount of \$705,366.00 and repeal Resolution no. 2012-2985. Motion carried (7 Yes/0 No).

IX. COUNCIL BUSINESS

TIME – 9:41 p.m.

Mr. Mahr reminded the council the mayor will be reappointing the Judge tomorrow at 11:30 a.m. in the Public Safety Building Training Room.

Councilor Bacon inquired how to get designated handicap parking closer to City Hall. Mr. Danicic answered the request should begin at the Traffic Safety Commission.

X. ADJOURNMENT

The meeting adjourned at 9:44 p.m.

ADOPTED by the Newberg City Council this 2nd day of April, 2012.

Norma I. Alley, City Recorder

ATTEST by the Mayor this 5th day of April, 2012.

Bob Andrews, Mayor

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REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: April 2, 2012

Order ___ No.	Ordinance ___ No.	Resolution <u>XX</u> No. 2012-2998	Motion ___	Information ___
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SUBJECT: Newberg Cultural District Master Plan

Contact Person (Preparer) for this
Motion: Leah M. Griffith
Dept.: Library
File No.:

RECOMMENDATION:

Adopt **Resolution No. 2012-2998**

EXECUTIVE SUMMARY: The city of Newberg and Chehalem Park and Recreation District have been working together to determine the best use for the area surrounding the Newberg Public Library and the Chehalem Cultural Center, now called the Newberg Cultural District.

Adoption of this plan does not establish any land use restrictions or development zone modifications. Private land owners within the Cultural District are not obligated to follow the master plan.

In 2010-11, People for Public Spaces (PPS), a planning group out of New York, came to Newberg and conducted a number of public meetings and sessions to gather input and develop an outline for uses in the four block area surrounded by E. Sherman, N. School, E. Hancock and N. Blaine Streets. This scope of uses was the basis for development of a master plan by Hennebery Eddy Architects and Mayer/Reed Landscape Architects (HE/MR).

HE/MR held another series of public meetings in 2011 and 2012 to further refine the plan into what is presented for adoption.

HE/MR heard concerns of the neighborhood and added back 31 parking spaces to Sheridan Street and 17 spaces to Howard Street that had been eliminated in the PPS outline. The plan provides for outdoor event space (Tunes on Tuesday, library summer reading programs, Farmer's Market, etc.) in the current Carnegie Court area with occasional street closures on N. Sheridan and N. Howard Streets for large events.

The Chehalem Park and Recreation Board reviewed the plan at their work session on February 23rd and are set to adopt the plan at their regular meeting on Thursday, March 22nd.

FISCAL IMPACT: The city has set aside \$365,000 in street capital projects Fund 18 to participate in the reconstruction of E. Sheridan Street between N. School and N. Blaine Streets. These funds come from Federal Highway Administration funds passed through Oregon Department of Transportation's Fund Exchange Program. Other improvements will come in stages as funding becomes available. The Cultural District has the potential for positive economic impact with increased use of the area for events and more use of the Chehalem Cultural Center.

STRATEGIC ASSESSMENT: The Cultural District area is already becoming a hub of community activities with the Library, Cultural Center, Tunes on Tuesday, Farmer's Market and the Camellia Festival. The improvements to the infrastructure and design of the area will allow it to become a multi-use destination for residents and visitors to the community, both for everyday and special events.



RESOLUTION No. 2012-2998

**A RESOLUTION TO ADOPT THE NEWBERG CULTURAL DISTRICT
MASTER PLAN**

RECITALS:

1. The city of Newberg and Chehalem Park and Recreation District have worked cooperatively and through public meetings to determine the best use for the area surrounding the Newberg Public Library and the Chehalem Cultural Center.
2. The city recognizes that improvements to the public spaces will enhance the newly defined Cultural District, allowing it to become a multi-use destination for residents and visitors to our community.
3. The successful implementation of the master plan vision will require the continued cooperative association of the city of Newberg, Chehalem Park and Recreation District and the Chehalem Cultural Center.

THE CITY OF NEWBERG RESOLVES AS FOLLOWS:

1. The city council declares the area bounded by E. Hancock, N. Blaine, E. Sherman, and N. School Streets shall be designated as the “Cultural District”. This designation is in name only and does not carry with it any land use changes, restrictions or conditions.
2. The city council adopts the Newberg Cultural District Master Plan dated March 16, 2012 as attached Exhibit “A”, which is hereby attached and by this reference incorporated, as the guidance document for future improvements within the Cultural District.
3. The city council directs the city manager to develop an intergovernmental agreement (IGA) with the Chehalem Park and Recreation District to address management and maintenance of the open space, outdoor event coordination and very specifically, a parking management program to address parking needs for events within the district. Said agreement shall be presented to and approved by city council prior to development of site areas E1, E3, and C3.

➤ **EFFECTIVE DATE** of this resolution is the day after the adoption date, which is: April 4, 2012.

ADOPTED by the city council of the city of Newberg, Oregon, this 2nd day of April, 2012.

Norma I. Alley, City Recorder

ATTEST by the mayor this _____ day of _____, 2012.

Bob Andrews, Mayor

To: Newberg City Council
414 East First Street
Newberg, OR 97132

Tel
Fax

Project:	Newberg Cultural District Master Plan	Project Code:	CCC
Date:	14 March 2012	Sent via:	Email
		No. of pages:	4
Subject:	Newberg Cultural District Master Plan - Report to City Council		
By:	Carol Mayer-Reed	Copies to:	file

319 SW Washington Street, Suite 820 Portland, Oregon 97204 T 503.223.5953 F 503.223.8076

Concepts of the Master Plan

The four-block area of the Newberg Cultural District is a destination and focus of civic activity in the city. The various open spaces, including the streets, can increasingly be used for everyday park use and access, circulation and parking for the Chehalem Cultural Center and Newberg Public Library. Within an architectural framework provided by these historic buildings and the Masonic Temple, the spaces can be configured to host a wide variety of outdoor events. Events may include the farmer’s market, craft fairs, beer and wine tasting, book sales, business or commercial fairs, Tunes on Tuesday, Camellia Festival, and musical performances and theater productions.

Two festival streets on North Howard Street and East Sheridan Street can be designed for periodic closure to further support these activities, depending on the needs and size of events. The District’s relationship to Newberg’s downtown and neighborhoods is key in attracting both residents and visitors to the cultural district.

The cultural district needs an identity that further distinguishes it as a special place. A strong identity can be established using urban elements that create a sense of place unique to Newberg. The following is a list of elements and urban treatments that will contribute to a cohesive design and destination:

- Recognizable gateway landmarks that welcome visitors to the District
- Signage and wayfinding to define and designate the Cultural District
- Special lighting with banners and graphic displays to add festivity and advertise events
- Special site furnishings such as benches, bollards, bike racks, drinking fountains, trash receptacles.
- Special paving materials and patterns:
 - Enhanced at major intersections at East Hancock Street/Highway 99 and smaller enhanced treatments at intersections at district borders
 - Pavers on internal festival streets, plazas and parking lots
- Works of art featuring local and cultural artists
- Landscape elements such as street trees and varieties of flowering camellias at edges of spaces

- Seasonal plantings, green screens and hanging baskets, particularly with summer and fall emphasis
- Historic district with sustainability and green design elements incorporated
- Lighted water feature to create a focal point within the District

Site Plan Components

The following descriptions support the graphics of a concept plan of the various components of the district. These categories describe opportunities, elements and urban treatments for the various spaces within the Newberg Cultural District:

A. Enhanced Roadway Intersections

A1: Special paving and crosswalks on E. Hancock provide visual cues and mark the approach to the cultural district on the north side of the street.

A2: Special paving and crosswalks on E. Hancock connect the cultural district with the Newberg downtown business district and beyond.

A3: Special paving and crosswalks on E. Hancock connect the cultural district to downtown, parks and the waterfront with a possible future trolley connection on N. Blaine St.

A4: Special paving on N. Blaine establishes the west cultural district perimeter and reinforces connections to neighborhoods.

A4.1: Special paving on E. Sherman St. establishes the north cultural district perimeter and reinforces connections to neighborhoods and the Lions Gate Inn.

A4.2: Special paving on N. School St. establishes the east cultural district perimeter and reinforces connections to neighborhoods and George Fox University.

B. Vertical Landmarks and Signage

B1: Primary vertical landmarks and signage at E. Hancock and N. Howard St. can formally mark the primary gateway to the Newberg Cultural District.

B2: Secondary vertical markers and signage on E. First St. and N. Howard; at E. Hancock and N. School St; and E Hancock and N. Blaine St. assist with wayfinding to the district.

B3: Tertiary vertical markers and signage at perimeter vehicular entries along N. Blaine St., E. Sherman St. and N. School St.

B4: New library sign integrated into the wall system will provide better visibility and welcome to the library and district.

C. Forecourts

C1: A civic forecourt on the south side of the library can help generate commerce and activity through a flexible space with sitting/reading areas, food/coffee carts, colorful umbrellas, planters, tables, chairs and bike parking.

C2: A new library forecourt and small water feature have the potential to be a multi-terraced building entry with improved connection to the main floor; it can be used for used book sales, author signings.

C3: The Cultural Center forecourt can become a flexible plaza for outdoor sitting/dining and specified events such as farmer's market, art shows, cultural celebrations, craft fairs, etc. Vertical urban markers, lighting, overhead structures (that support vines and festival lights), accent walls, site furnishings (including bike parking), special paving, trees and planting reinforce the identity of the district and create a festive central space to attract users.

C3.1: A water feature can become a focal point and terminus to N. Howard St. providing interest to draw people to the site. The design can be interactive for kids; yet allow water to be shut-off during events.

C4: The Cultural Center hospitality plaza on the north side provides bus drop-off, planting and sitting areas to welcome visitors and attendees to events. A covered entry, lighting, accent walls, bike parking, paving and planting continue the theme of the district.

D. Festival Streets

D1: N. Howard Festival Street will be open for traffic parking, with potential for closure during specified events. The street can host event booths or small musical venues in front of library. The street design can incorporate special paving, lighting, furnishings, banners and new street trees and planting.

D2: E. Sheridan Festival Street will be open for traffic and parking on a daily basis. It has potential for full or partial street closure during specified events, while allowing access to the private driveway. The street can host booths or musical venues in front of cultural center. The street can incorporate special paving, lighting, furnishings, banners and street trees and planting.

D3: Central Plaza at the intersection of N. Howard and E. Sheridan Festival Streets could be open for traffic on a daily basis with drop-off areas on both sides of the street accommodating east and westbound travelers. It has the potential to function as an extension of the Cultural Center forecourt as well as creating a vital link to the E1 flexible event space and library. A curbless design (with removable bollards that offer flexibility), vertical urban markers, lighting and special paving create an energetic gathering place to draw visitors in and enhance their experience.

E. Flexible, Open Event Spaces/Cultural Spaces

E1: Flexible event space provides for special events such as music concerts, theater productions, outdoor movies, Tunes on Tuesday, farmer's markets, art shows, etc. Note that the existing building is removed.

E1.1: A multi-purpose art wall (could feature local artists, history/ecology of the area, etc.) can mitigate sound from Highway 99 and function as a backdrop. The art wall could draw people into the site and the bio-swale planter on the south side of the wall could filter site water before release in to the storm system.

E1.2: An enclosed storage facility (with power and utilities) can be integrated with the art wall and a permanent stage possibly providing a "back of house" staging/restroom/dressing area for performances. The building could be architecturally interesting as well as provide an overhead structure for the permanent stage area. It could be designed to allow for easy attachment of a temporary stage. A walkway connection to the existing parking lot could function as vehicular access to the site for drop-off/set-up etc.

E2: This open space has the potential to be an event court/garden and rental area for intimate dining venues and activities such as weddings, family parties, wine tasting, dinners, etc. The space can be tented and function together or independently from the banquet facility in the cultural center. On a daily basis the outdoor court will be open to the public and could provide a peaceful contemplative space to relax. The space could be fenced and gated with a visual transparency for security. A water feature, lighting, overhead structure, accent walls, special paving, site furnishings and planting (camellias could be featured here), would create an attractive place for people seek respite.

E3: This open space has potential to extend the event court into a sculpture garden with decomposed granite areas for larger outdoor activities, dining venues and specified events. It could also be used as an informal bocce ball area similar to Jamison Park in Portland. Space can be tented and function together or separately from the smaller E2 site. Camellias and sculptures could be featured here. Accent walls, weathering steel terraces combined with concrete or stone steps lead down to a bridge over a bio swale to E. Sheridan St. connecting to the central portion of the site. If necessary, this area could also function as overflow or permanent parking depending on the development of the site.

E3.1: Service access and delivery area can support the cultural center banquet facility and events.

E4: Existing open space has potential for informal sports play, lawn games and picnics related to the children's play area. Additional trees and plantings will create more inviting spaces and shade.

F. Parking

F1: The new parking lot, bus drop-off and flexible festival open space north of the cultural center have sustainable features such as permeable pavers, drought-tolerant landscape and dark-sky friendly light fixtures.

F2: The existing parking lot is an additional flexible open space and potential staging area for E1.

G. Play Area

G1: The existing play area is a popular feature that attracts kids and their families. The addition of a covered entry to the cultural center and elements listed below will enhance this space and create an inviting place.

G1.1: New shaded (structures with vines) and covered (for weather protection) sitting areas with lighting, accent walls, site furnishings and planting will encourage families to extend their stays and have picnics in the district.

G1.2: New restroom facility and storage room with trellis structure.

H. & I. Key Building Components and/or Potential Support Spaces

H1: The existing building is in a position to take advantage of increased activity and may consider an outdoor café or coffee service.

H2: The existing Masonic Temple is also in a position to take advantage of increased activity; and in the future has potential to become a mixed-use commercial space with a restaurant, wine bar or pub; apartments, live/work units or artist studios above on upper floors will give a 24/7 use or other civic re-use.

I1: Existing parking lot perimeter and side yard are in a position to support outdoor activities.

I2: An outdoor dining deck or elevated courtyard have future potential to activate the E1 event space.

I3: The existing residential lot has potential to provide a small parking lot for the Masonic Temple building or extend its outdoor space.

J: Potential trolley station

END

Newberg Cultural District Master Plan

CHEHALEM PARK AND RECREATION DISTRICT

16 March 2012



**Hennebery Eddy
Architects**



Larry Anderson
Engineering, Inc.

Newberg Cultural District Master Plan

CHEHALEM PARK AND RECREATION DISTRICT

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Executive Summary

Overview

Chehalem Parks and Recreation District retained Hennebery Eddy Architects, Inc., Mayer/Reed, and Larry Anderson Engineering, Inc. to develop a Master Plan for the Newberg Cultural District and a framework for implementation. The Newberg Cultural District is a four block area located in the heart of downtown Newberg, bounded by East Hancock St./ Highway 99 to the south, East Sherman St. to the north, North Blaine St. to the west and North School St. to the east. Significant resources in the Newberg Cultural District include the Chehalem Cultural Center, the Newberg Public Library, a public parking lot and the Masonic Temple.

Precedent

The work performed under this effort builds on the visioning conducted by Project for Public Spaces during the Fall/ Winter of 2010 – 2011, which resulted in the Newberg Cultural District Final Report, dated February 2011. The report included input from Chehalem Parks and Recreation District, the City of Newberg, the Downtown Newberg Coalition, the Newberg Chamber of Commerce, the Newberg Public Library, the Chehalem Cultural Center, George Fox University and many Newberg residents. The goals developed during that process have been carried through in the Newberg Cultural District Master Plan:

- Create a sense of place and identity for both the Cultural Center and for downtown
- Connect the existing area civic uses and services together
- Provide active green (open) spaces
- Reinforce thematic, programmatic and physical links between the District and its neighbors
- Link business services and resources and expand economic opportunities
- Celebrate the culture and traditions the Chehalem Cultural Center is dedicated to support

Timeline

The Newberg Cultural District Master Plan is the result of an eight month process involving many of the same stakeholders that provided input on the Newberg Cultural District Final Report. The design team evaluated the PPS plan in more detail and developed a diagram articulating the individual plan components, how each component related to adjacent components, and how they worked within the larger context of the District. The diagram may be found on page 5 of this report. The diagram evolved in to the Newberg Cultural District Master Plan.

- July, 2011 – Hennebery Eddy Architects, Mayer/Reed and Larry Anderson Engineering team hired to design cultural center parking lot and commence Newberg Cultural District Master Plan
- October 12, 2011 – Public Meeting #1 to gain public input on Master Plan concepts to better understand how the Newberg Cultural District spaces and streets can be used on a daily and special event basis
- January 18, 2012 – Public Meeting #2 to review Master Plan components
- February 23, 2012 – Report to Chehalem Park and Recreation District Board
- April, 2012 – Report to Newberg City Council

Master Plan Concepts

The four-block area of the Newberg Cultural District is a destination and focus of civic activity in the city. The various open spaces, including the streets, can increasingly be used for everyday park use and access, circulation and parking for the Chehalem Cultural Center and Newberg Public Library. Within an architectural framework provided by these historic buildings and the Masonic Temple, the spaces can be configured to host a wide variety of outdoor events. Events may include the farmer's market, craft fairs, beer and wine tasting, book sales, business or commercial fairs, Tunes on Tuesday, Camellia Festival, and musical performances and theater productions.

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- Recognizable gateway landmarks that welcome visitors to the District.
- Signage and wayfinding to define and designate the Cultural District .
- Special lighting with banners and graphic displays to add festivity and advertise events.
- Special site furnishings such as benches, bollards, bike racks, drinking fountains, trash receptacles
- Special paving materials and patterns at major intersections, enhanced treatments at minor intersections, internal festival streets, plazas and parking lots.
- Works of art featuring local and cultural artists
- Landscape elements such as street trees and varieties of flowering camellias at edges of spaces
- Seasonal plantings, green screens and hanging baskets, particularly with summer and fall emphasis
- Historic district with sustainability and green design elements incorporated
- Lighted water feature to create a focal point within the District

Sequencing and Cost

Detailed descriptions of the following Master Plan components begin on page 8 of this report. Generally, the components have been grouped together based on similar work scopes, to provide some economy of scale. Summer construction of the larger projects is recommended, however, it will likely be disruptive to the spaces within the blocks for at least one season. The cost opinions are provided for budgeting purposes only. Actual costs may vary from what has been provided, depending on a number of factors including sequence, year, season of construction, and other related economic factors. Actual costs may vary from what has been provided, depending on a number of factors including sequence, year, season of construction, and other related economic factors.

Master Plan Component:	Proposed Sequence:	Master Plan Reference:	Cost Opinion*:
East Sheridan Festival Street/Vertical Landmarks & Signage	1	D2, B	\$ 890,200
Central Plaza	2	D3	\$ 300,000
North Howard Festival Street/Vertical Landmarks & Signage	3	D1, B	\$ 617,900
Cultural Center Event Court	4	E2	\$ 542,800
Library Forecourt	5	C2	\$ 132,800
Garden Event Space	6	E3	\$ 356,500
Play Area	7	G1	\$ 1,012,600
Play Area Open Space	8	E4	\$ 55,400
Cultural Center Forecourt	9	C3	\$ 1,544,900
Civic Forecourt at Library	10	C1	\$ 164,400
Cultural Center Hospitality Plaza	11	C4	\$ 180,100
Open Event Space	12	E1	\$ 596,900
Enhanced Roadway Intersections/Vertical Landmarks & Signage	13	A, B	\$ 1,490,100
		Total:	\$7,884,600

* Cost information is provided in 2012 dollars and includes a 10% estimating contingency and a 35% soft cost allowance.

Master Plan



Context



Project for Public Spaces Plan



LEGEND

- UMBRELLAS AND CAFE SEATING
- TENT-(RETRACTABLE)
- KIOSK
- PERGOLA WITH RAIN PROTECTION AND VINES
- FOOD VENDOR
- WAYFIND SIGNAGE
- ART DISPLAY
- CROSSWALK
- BIKE RACKS

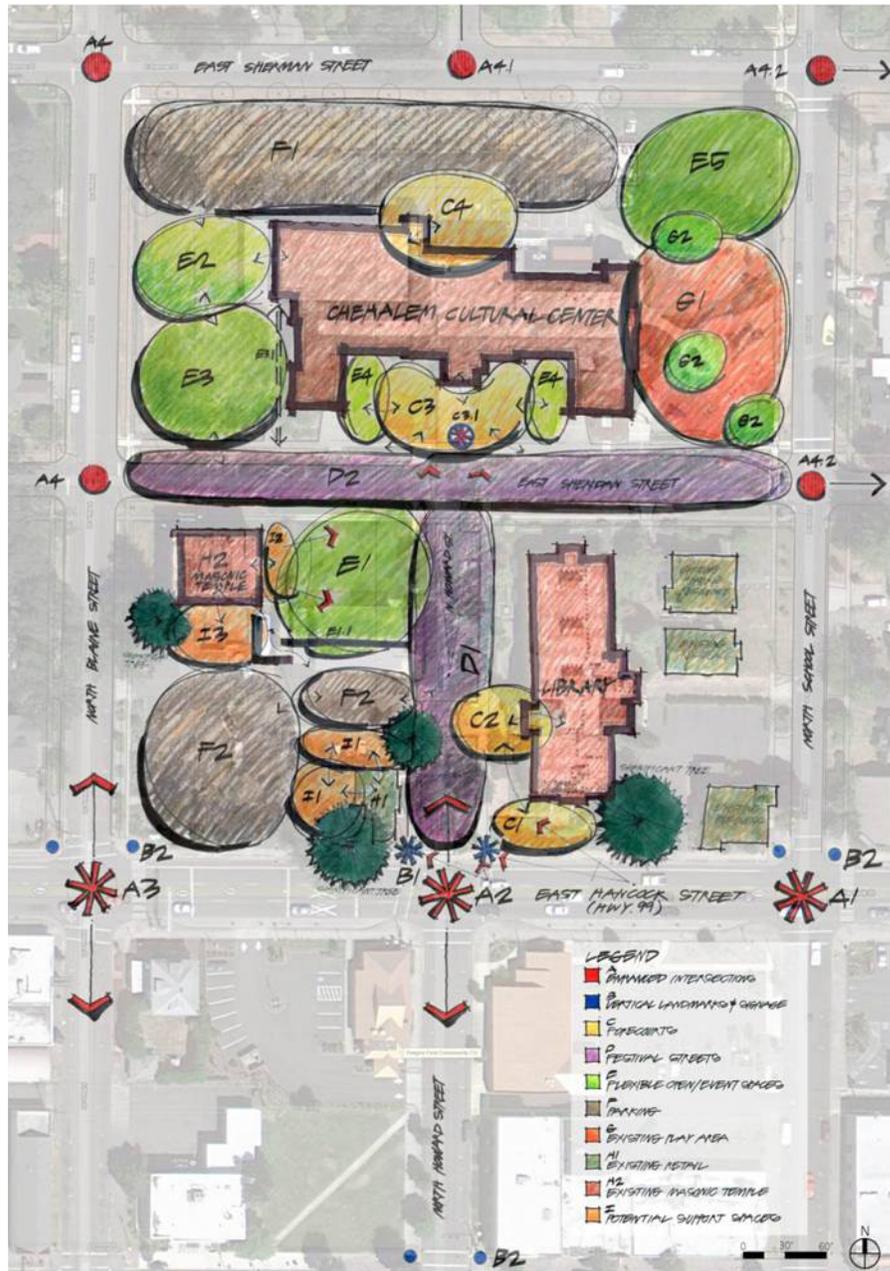


Possible Parking Summary:

- 53 Parking Spaces on Blaine Street
- 56 Parking Spaces on School Street
- 28 Parking Spaces on Sherman Street
- 32 Parking Spaces on Hancock Street
- 50 Parking Spaces in the North Parking lot
- 42 Parking Spaces in the south parking lot and Howards St.
- 317 Total Parking**



Site Diagram



- A Enhanced Intersections
- B Vertical Landmarks and Signage
- C Forecourts
- D Festival Streets
- E Flexible Event Spaces
- F Parking
- G Play Area
- H Potential Development Opportunities
- I Potential Development Opportunities

Design Considerations

Objectives to Support District Identity

- Create recognizable gateways and landmarks
- Develop signage and wayfinding program
- Design and program spaces to be active, useful and flexible, including streets
- Capitalize on unique qualities of Newberg and surrounding region
- Enhance framework of historic buildings
- Reflect community values and create district character through urban design treatments

Urban Design Strategies

- Recognize importance of corners
- Consider physical flow and scale of spaces
- Provide visual connectivity
- Design a flexible framework
- Give special consideration to edges of spaces
- Design with Crime Prevention Through Environmental Design (CPTED) in mind
- Remove barriers and sources of urban blight
- Maintain streets and public spaces to an adequate level
- Incorporate sustainable practices

Urban Design Treatments

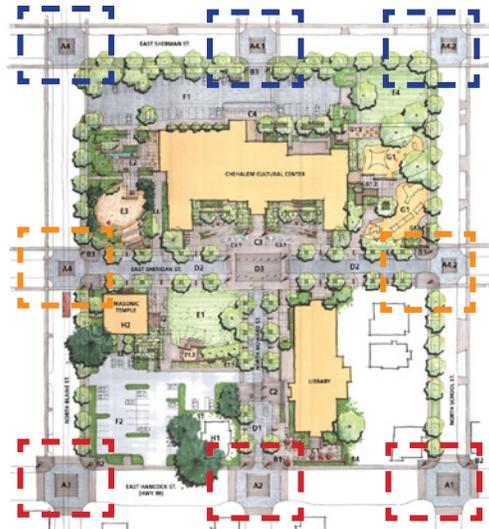
- Special paving for visual interest, color and texture
- Energy-efficient lighting
- Colorful banners and graphic displays
- Building and wayfinding signage
- Site furnishings such as benches, bike racks, trash receptacles and drinking fountains
- Portable performance stage
- Public art
- Water features as focal points
- Stormwater treatment as a sustainable strategy
- Teaching opportunities

Landscape Components

- Historic and significant trees as framework
- Street trees
- Shade trees and shrubs to define and reinforce spaces
- Lawn for flexible use spaces
- Special gardens and plantings such as flowering camellias
- Plants selected for seasonal color and effect
- Foundation plantings for historic buildings
- Drought-tolerant native and adapted species to the greatest degree possible

Master Plan Components

A - ENHANCED ROADWAY INTERSECTIONS



Description:

- A1: Special paving and crosswalks on E. Hancock provide visual cues and mark the approach to the cultural district on the north side of the street.
- A2: Special paving and crosswalks on E. Hancock connect the cultural district with the Newberg downtown business district and beyond.
- A3: Special paving and crosswalks on E. Hancock connect the cultural district to downtown, parks and the waterfront with a possible future trolley connection on N. Blaine St.
- A4: Special paving on N. Blaine establishes the west cultural district perimeter and reinforces connections to neighborhoods.
- A4.1: Special paving on E. Sherman St. establishes the north cultural district perimeter and reinforces connections to neighborhoods and the Lions Gate Inn.
- A4.2: Special paving on N. School St. establishes the east cultural district perimeter and reinforces connections to neighborhoods and George Fox University.

Estimated Cost: \$ 1,490,100

B - HIERARCHY OF VERTICAL LANDMARKS AND WAYFINDING SIGNAGE AT KEY INTERSECTIONS



Description:

- B1: Primary vertical landmarks and signage at E. Hancock and N. Howard St. can formally mark the primary gateway to the Newberg Cultural District.
- B2: Secondary vertical markers and signage on E. First St. and N. Howard; at E. Hancock and N. School St; and E Hancock and N. Blaine St. assist with wayfinding to the district.
- B3: Tertiary vertical markers and signage at perimeter vehicular entries along N. Blaine St., E. Sherman St. and N. School St.
- B4: New library sign integrated into the wall system will provide better visibility and welcome to the library and District.

Estimated Cost: Costs included in “A - Enhanced Roadway Intersections” and “D - Festival Streets”

Master Plan Components

C1 & C2 - FORECOURTS AT LIBRARY

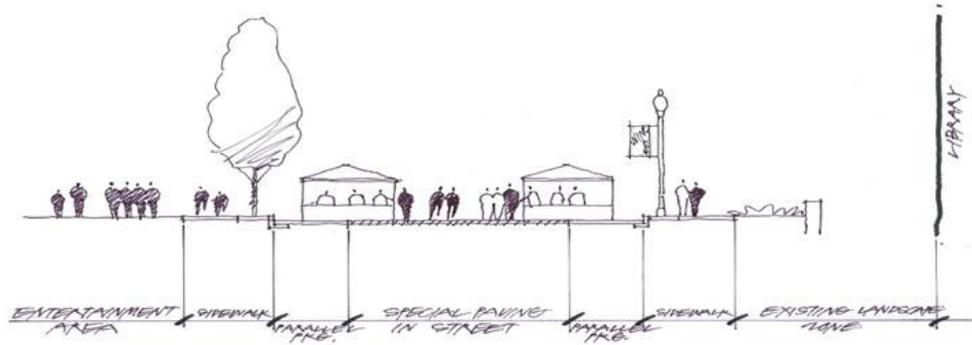


Description:

C1: A civic forecourt on the south side of the library can help generate commerce and activity through a flexible space with sitting/reading areas, food/coffee carts, colorful umbrellas, planters, tables, chairs and bike parking.

C2: A new library forecourt and small water feature have the potential to be a multi-terraced building entry with improved connection to the main floor; it can be used for used book sales, author signings.

Estimated Cost: C1 \$ 164,400 C2 \$ 132,800



Master Plan Components

C3 & C4 - CULTURAL CENTER FORECOURT AND HOSPITALITY PLAZA



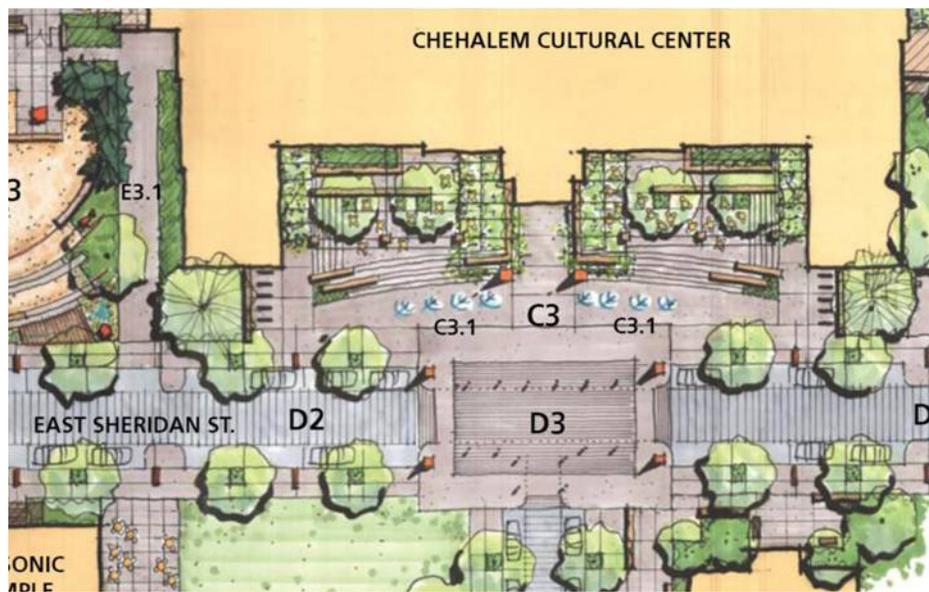
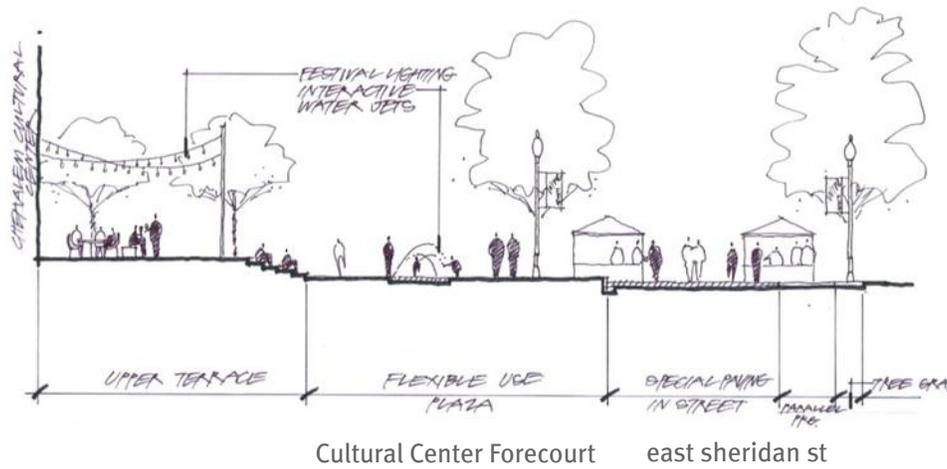
Description:

C3: The Cultural Center forecourt can become a flexible plaza for outdoor sitting/dining and specified events such as farmer’s market, art shows, cultural celebrations, craft fairs, etc. Vertical urban markers, lighting, overhead structures (that support vines and festival lights), accent walls, site furnishings (including bike parking), special paving, trees and planting reinforce the identity of the district and create a festive central space to attract users.

C3.1: A water feature can become a focal point and terminus to N. Howard St. providing interest to draw people to the site. The design can be interactive for kids; yet allow water to be shut-off during events.

C4: The Cultural Center hospitality plaza on the north side provides bus drop-off, planting and sitting areas to welcome visitors and attendees to events. A covered entry, lighting, accent walls, bike parking, paving and planting continue the theme of the district.

Estimated Cost: C3 \$ 1,544,900 C4 \$ 180,100



Master Plan Components

D1 - FESTIVAL STREET - NORTH HOWARD STREET



Description:

D1: North Howard Festival Street will be open for traffic parking, with potential for closure during specified events. The street can host event booths or small musical venues in front of the library. The street design can incorporate special paving, lighting, furnishings, banners and new street trees and planting.

Estimated Cost: \$ 617,900

D2 - FESTIVAL STREET - EAST SHERIDAN STREET



Description:

D2: East Sheridan Festival Street will be open for traffic and parking on a daily basis. It has potential for full or partial street closure during specified events, while allowing access to the private driveway. The street can host booths or musical venues in front of the Chehalem Cultural Center. The street can incorporate special paving, lighting, furnishings, banners and street trees and planting.

Estimated Cost: \$ 890,200

Master Plan Components

D3 - CENTRAL PLAZA



Description:

D3: Central Plaza at the intersection of North Howard and East Sheridan Festival Streets could be open for traffic on a daily basis with drop-off areas on both sides of the street accommodating east and westbound travelers. It has the potential to function as an extension of the Cultural Center forecourt as well as creating a vital link to the E1 flexible event space and library. A curbsless design (with removable bollards that offer flexibility), vertical urban markers, lighting and special paving create an energetic gathering place to draw visitors in and enhance their experience.

Estimated Cost: \$ 300,000

FESTIVAL STREET: PARTIAL CLOSURE OPTIONS ON EAST SHERDIAN STREET



Master Plan Components

E - FLEXIBLE OPEN EVENT SPACES



E1 - EVENT SPACE



Description:

E1: Flexible event space provides for special events such as music concerts, theater productions, outdoor movies, Tunes on Tuesday, farmer’s markets, art shows, etc. Note that the existing building is removed.

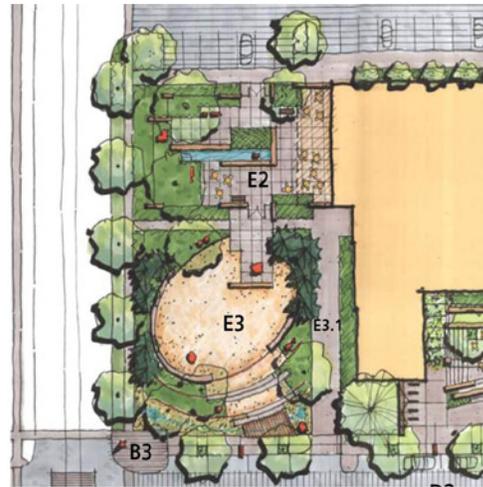
E1.1: A multi-purpose art wall (could feature local artists, history/ecology of the area, etc.) can mitigate sound from Highway 99 and function as a backdrop. The art wall could draw people into the site and the bio swale planter on the south side of the wall could filter site water before release in to the storm system.

E1.2: An enclosed storage facility (with power and utilities) can be integrated with the art wall and a permanent stage possibly providing a “back of house” staging/restroom/dressing area for performances. The building could be architecturally interesting as well as provide an overhead structure for the permanent stage area. It could be designed to allow for easy attachment of a temporary stage. A walkway connection to the existing parking lot could function as vehicular access to the site for drop-off/set-up etc.

Estimated Cost: \$ 596,900

* Does not include purchase/demolition of existing buildings

E3 - GARDEN EVENT SPACE



Description:

E3: This open space has potential to extend the event court into a sculpture garden with decomposed granite areas for larger outdoor activities, dining venues and specified events. It could also be used as an informal bocce ball area similar to Jamison Park in Portland. Space can be tented and function together or separately from the smaller E2 site. Camellias and sculptures could be featured here. Accent walls, weathering steel terraces combined with concrete or stone steps lead down to a bridge over a bio swale to East Sheridan Street connecting to the central portion of the site. If necessary, this area could also function as overflow or permanent parking depending on the development of the site.

E3.1: Service access and delivery area can support the cultural center banquet facility and events.

Estimated Cost: \$ 356,500

Master Plan Components

E4 - PLAY AREA OPEN SPACE



Description:

E4: Existing open space has potential for informal sports play, lawn games and picnics related to the children’s play area. Additional trees and plantings will create more inviting spaces and shade.

Estimated Cost: \$ 55,400

F - ON-SITE PARKING OPPORTUNITIES



Description:

- F1: The new parking lot, bus drop-off and flexible festival open space north of the Chehalem Cultural Center have sustainable features such as permeable pavers, drought-tolerant landscape and dark-sky friendly light fixtures.
- F2: The existing parking lot is an additional flexible open space and potential staging area for E1.

Master Plan Components

F - BIKE PARKING OPPORTUNITIES



G1 - PLAY AREA



Description:

G1: The existing play area is a popular feature that attracts kids and their families. The addition of a covered entry to the Chehalem Cultural Center and elements listed below will enhance this space and create an inviting place.

G1.1: New shaded (structures with vines) and covered (for weather protection) sitting areas with lighting, accent walls, site furnishings and planting will encourage families to extend their stays and have picnics in the District.

G1.2: New restroom facility and storage room with trellis structure.

Estimated Cost: \$ 1,012,600

H AND I - POTENTIAL FUTURE DEVELOPMENT OPPORTUNITIES



Description:

- H1: The existing building is in a position to take advantage of increased activity and may consider an outdoor café or coffee service.
- H2: The existing Masonic Temple is also in a position to take advantage of increased activity; and in the future has potential to become a mixed-use commercial space with a restaurant, wine bar or pub; apartments, live/work units or artist studios above on upper floors will give a 24/7 use or other civic re-use.
- I1: Existing parking lot perimeter and side yard are in a position to support outdoor activities.
- I2: An outdoor dining deck or elevated courtyard have future potential to activate the E1 event space.
- I3: The existing residential lot has potential to provide a small parking lot for the Masonic Temple building or extend its outdoor space.

Appendix

Newberg Cultural District Master Plan



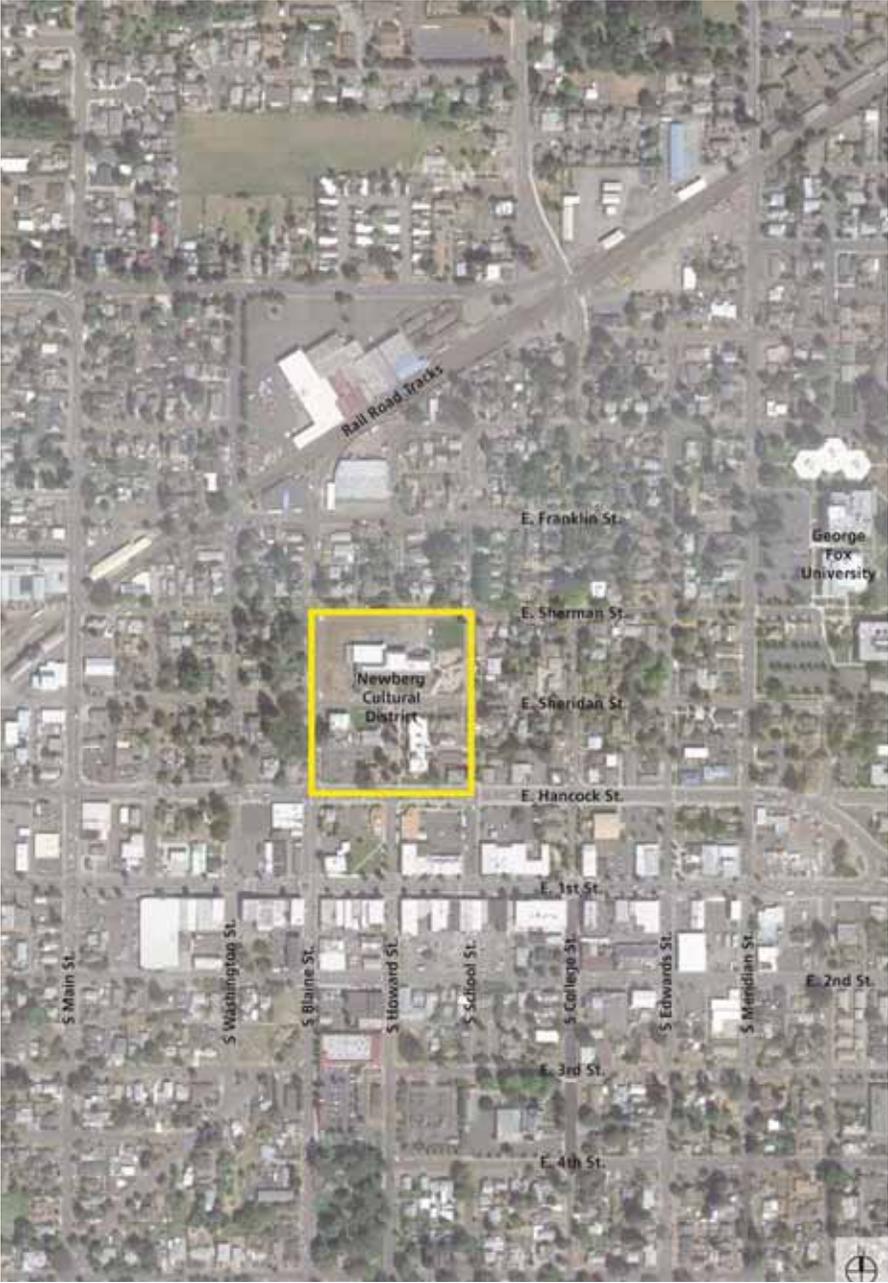
Hennebery Eddy Architects
Larry Anderson Engineering, Inc.
&
Mayer/Reed
March 8, 2012

Mayer/Reed

Process to Date

- September & October 2010 Project for Public Spaces (PPS) workshops & survey
- February, 2011 PPS Final Report submitted
- July, 2011 Hennebery Eddy Architects, Larry Anderson Engineering & Mayer/Reed team hired to design cultural center parking lot & commence Newberg Cultural District Master Plan
- October, 2011 Commence construction of new parking lot at Chehalem Cultural Center
- January, 2011 Completion of new parking lot at Chehalem Cultural Center
- October 12, 2011 Public meeting to gain public input on Master Plan concepts to better understand how Newberg Cultural District spaces & streets can be used on a daily & special event basis
- January 18, 2012 Public meeting to review Master Plan components
- February 23, 2012 Report to Chehalem Park & Recreation District Board

Context



PPS Concept Plan

FINAL FEBRU 11



LEGEND

- UMBRELLAS AND CAFE SEATING
- TENT (RETRACTABLE)
- KIOSK
- PERGOLA WITH RAIN PROTECTION AND VINES
- FOOD VENDOR
- WAYFIND SIGNAGE
- ART DISPLAY
- CROSSWALK
- BIKE RACKS

Possible Parking Summary:
 53 Parking Spaces on Blaine Street
 56 Parking Spaces on School Street
 28 Parking Spaces on Sherman Street
 32 Parking Spaces on Hancock Street
 50 Parking Spaces in the North Parking lot
 42 Parking Spaces in the south parking lot and Howards St.
317 Total Parking

Newberg Cultural District
 January 24, 2010

Overarching Program Goals*

- Create a sense of place & identity
- Connect existing area civic uses & services
- Provide active open spaces
- Reinforce links of cultural center & library
- Link business services & resources; expand economic opportunities
- Celebrate culture & traditions of Newberg Cultural District

* re-stated from PPS Final Report

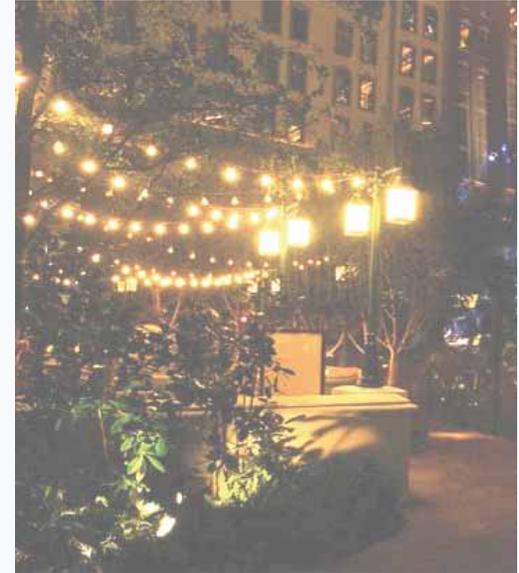
Objectives to Support District Identity

- Create recognizable gateways & landmarks
- Develop signage & wayfinding program
- Design & program spaces to be active, useful & flexible, including streets
- Capitalize on unique qualities of Newberg & surrounding region
- Enhance framework of historic buildings
- Reflect community values & create district character through urban design treatments



Urban Design Strategies

- Recognize importance of corners
- Consider physical flow & scale of spaces
- Provide visual connectivity
- Design a flexible framework
- Give special consideration to edges of spaces
- Design with Crime Prevention Through Environmental Design (CPTED) in mind
- Remove barriers & sources of urban blight
- Maintain streets & public spaces to an adequate level
- Incorporate sustainable practices



Urban Design Treatments

- Special paving for visual interest, color & texture
- Energy-efficient lighting
- Colorful banners & graphic displays
- Building & wayfinding signage
- Site furnishings such as benches, bike racks, trash receptacles & drinking fountains
- Public art
- Water features as focal points
- Stormwater treatment as a sustainable strategy



Landscape Components

- Historic & significant trees as framework
- Street trees
- Shade trees & shrubs to define & reinforce spaces
- Lawn for flexible use spaces
- Special gardens & plantings such as flowering camellias
- Plants selected for seasonal color & effect
- Foundation plantings for historic buildings
- Drought-tolerant native & adapted species to the greatest degree possible



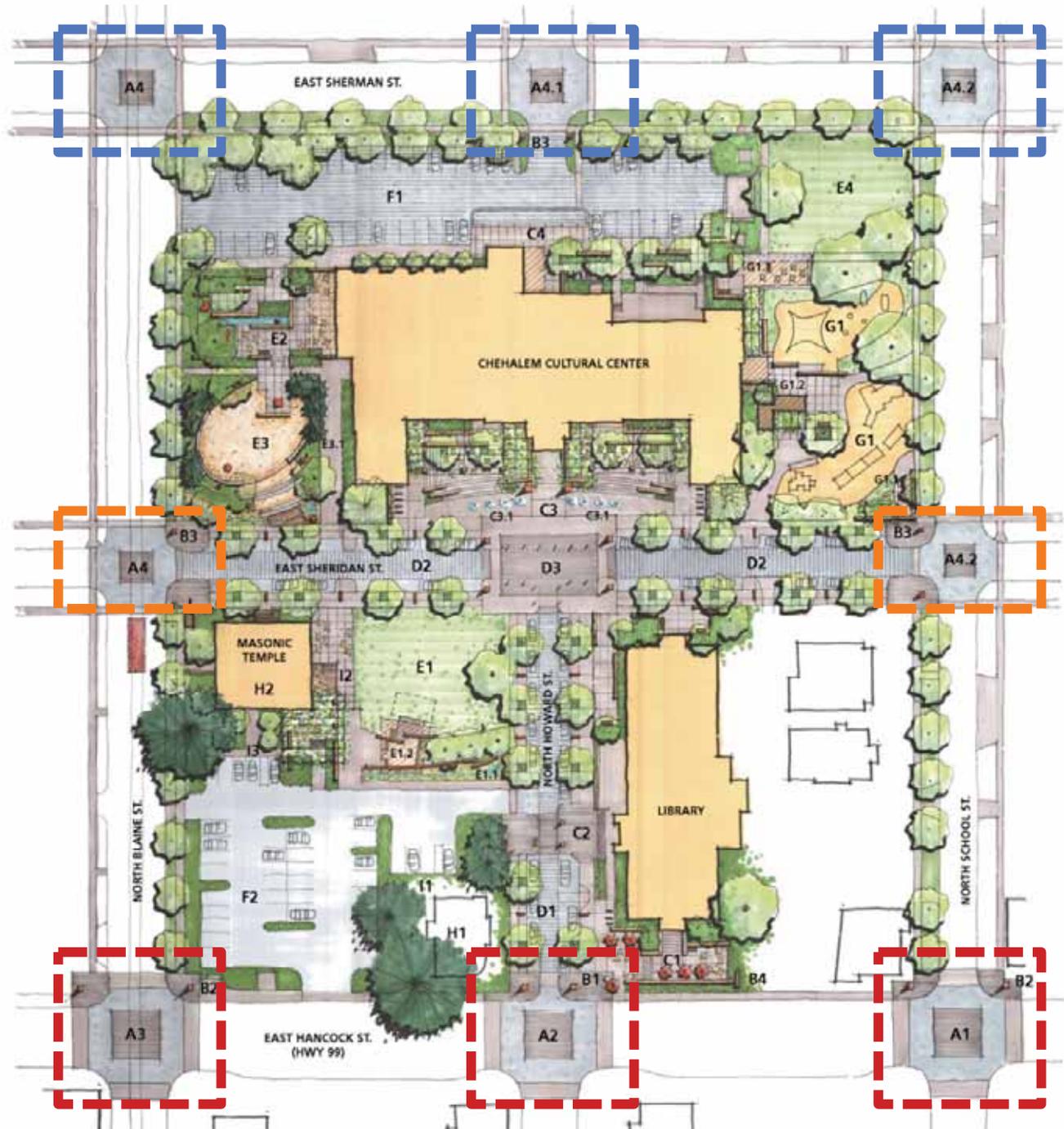


Site Diagram

- A - Enhanced Intersections
- B - Vertical Landmarks & Signage
- C - Forecourts
- D - Festival Streets
- E - Flexible Event Spaces
- F - Parking
- G - Play Area
- H & I - Potential Development Opportunities

Master Plan

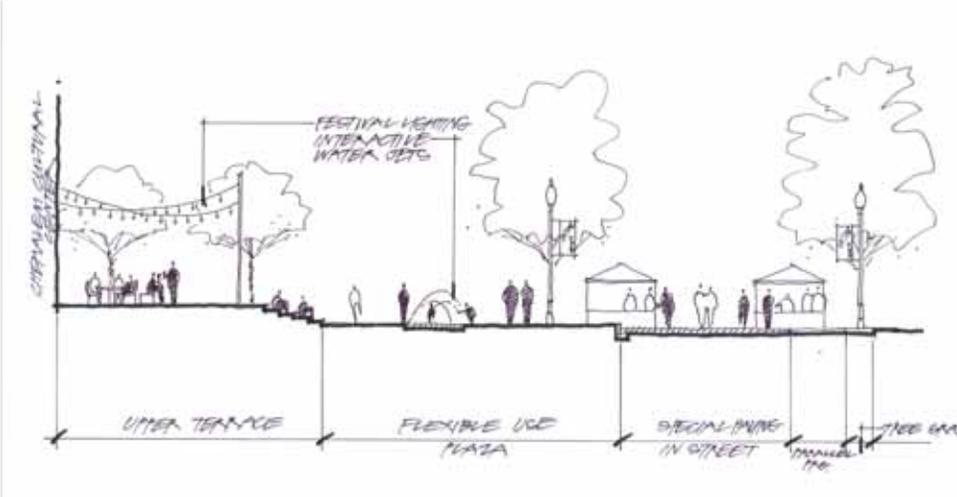




B - Hierarchy of Vertical Landmarks & Wayfinding Signage at Key Intersections



C3 - Building Forecourt: Chehalem Cultural Center



D1 - Festival Street: N. Howard



D2 - Festival Street: E. Sheridan



Festival Street: Partial Closure Options on E. Sheridan



E - Series of Flexible, Open Event Spaces



E1 - Performance Venue with Stage & Flexible Seating Options



E2 & E3 - Courtyard & Garden Event Spaces



E4 - Event Venue or Children's Activity Area



F - On-site Parking Opportunities

120 parking spaces total



F - Bike Parking Opportunities

34 bike parking spaces total



H & I - Potential Future Development Opportunities



Next Steps

- Prepare phasing strategy for funding & implementation
- Complete report
- Prepare parking management strategies
- Identify individual projects for detailed design & construction
- Present Master Plan to Newberg City Council

Newberg Cultural District Master Plan



Mayer/Reed

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: Month Day, Year

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

SUBJECT: Directing the City Manager to Prepare an Intergovernmental Agreement for the participation of a Local Funding Match for the Newberg-Dundee Bypass Project

Contact Person (Preparer) for this Motion:
Dept.:
File No.:

RECOMMENDATION:

Approve the motion directing the City Manager to develop an intergovernmental agreement (IGA) for the participation of a local funding match for the Newberg-Dundee Bypass said agreement to be brought before Council for formal deliberation and adoption at a future meeting.

EXECUTIVE SUMMARY:

The State of Oregon has recognized the need for the Newberg-Dundee Bypass by placing the project on a list of Transportation Projects of Statewide Significance.

The Oregon State Legislature in 2009 passed HB2001 referred to as the Oregon Jobs for Transportation Act (JTA), that recognizes the economic importance of the Newberg-Dundee Bypass and specifically allocated \$192,000,000 to fund Phase I of the project.

The City of Newberg strongly supports and will work with the local governments of Yamhill County to provide a share of the increased revenue generated as the result of the passage of the JTA toward the funding of Phase I (Resolution 2011-2975)

Elected officials of Newberg, Dundee, McMinnville and Yamhill County met on February 29, 2012 in a joint work session to discuss the funding history of the Bypass Project and the necessary steps to fund Phase I of the project. It was suggested that these government agencies work together to develop an IGA that will set forth the terms and conditions by which each entity would participate in a single financial instrument to provide \$16,000,000 of local match funding for the Bypass project.

FISCAL IMPACT:

This action is to direct staff to work with the Parkway Committee and local governmental agencies to develop an IGA. As such the fiscal impact is the use of existing staff resources only. This motion does not establish any obligation for the city to adopt an IGA, dedicate funding for Bypass construction or incur any debt.

STRATEGIC ASSESSMENT:

A local funding match is a key element to ensuring the successful start and completion of Phase I of the Newberg-Dundee Bypass. In order to maintain continued progress towards a 2013 ground breaking for construction, the city must now begin the process to draft and consider the IGA in an expedited manner.

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