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**City of Newberg
City Council
September 8, 2020**

Meeting held electronically due to COVID-19 pandemic

WORK SESSION

Meeting called to order at 6:00 p.m.

Councilors Present: Mayor Rick Rogers, Councilors: Julia Martinez Plancarte, Denise Bacon, Stephanie Findley, Elise Yarnell Hollamon, and Bryce Coefield.

Councilors Absent: District 5 seat vacant

Staff Present: City Manager Dan Weinheimer, City Attorney Truman Stone, City Recorder Sue Ryan, City Engineer Kaaren Hofmann.

WORK SESSION:

Oath of Office: Judge Larry Blake, Jr. conducted the swearing in of Bryce Coefield to the District 4 seat on the City Council.

Introductions: Councilor Bacon discussed the personality types on the Myers Briggs chart. This would help them understand each other better as they worked together. She asked what each Councilor thought about the results of their personality test and how they preferred people to work with them. Mayor Rogers thought his type was accurate.

Councilor Yarnell Hollamon cared about what other people thought and tried to make everyone happy. She would need grace when she was trying to walk the line of both sides but needed to make a decision. Justice was important to her and if something was unfair she could become heated about it.

Councilor Coefield also thought it was accurate. He found it humorous that several of them were listed as not great decision makers. They needed to work hard and make good decisions. Councilor Martinez Plancarte did not think of herself as an extrovert. She often did not speak up until she had to or was passionate about something. Failures were difficult for her and she was very idealistic. She needed to be open to new ideas and different perspectives.

Councilor Findley thought it was accurate as well. She was direct and liked people to be direct with her.

Council Goals: Mayor Rogers said there was uncertainty about the Council goals. The purpose of this work session was to make them clearer. He reviewed the mission statement, vision statement, and 2020 goals. Four of the goals could be considered long-term values that required adaptive change, and one was a task. This was a draft/living attempt to frame the goals, their intention, and significance.

The objective was to modify, adapt, and improve in the listed areas. Balance might be required between competing goals and competing costs. Both internal and external conditions would frame the goals. A potential evaluation structure could include baseline data, internal inputs, external partners, and performance evaluation. He provided an example of using these evaluation structures for customer service and how progress could be measured.

Customer Service Goal:

Councilor Bacon said there needed to be clear values set when they hired new employees, and job satisfaction for employees. Councilor Coefield recommended an internal review of diversity. Councilor Findley thought there should be better training versus more training. They needed to track how the training was being used and how things shifted because of the training. The type of training and the outcomes of the training were most important. Councilor Yarnell Hollamon said training was good, but there were also baseline expectations.

Councilor Coefield suggested assessing of the most pressing areas involving customer service. City Manager Weinheimer asked if he was speaking about behavior or departments. Councilor Coefield answered departmental and why they were seeing shortcomings. Councilor Findley did not think a department having no complaints was a good measure for doing good work. She thought it was the time of the complaint to the resolution and to see how they responded to complaints.

Councilor Martinez Plancarte thought they also had to question why people weren't complaining and why specific groups were complaining more than others. Councilor Coefield thought it would also be good to see which staff members were being involved in the complaints or recognition. Councilor Yarnell Hollamon said it was important that this be a two-way conversation and it would helpful for Council to get to know the department heads and being clear about goals.

Councilor Bacon said her values were different than the goals. She would like staff to have basic human values, not just checking boxes on a list of values. They needed to have good judgment and values.

Diversity, Equity, and Inclusion Goal:

Mayor Rogers discussed the evaluation structures for diversity, equity, and inclusion and how progress on this goal could be measured. Councilor Coefield agreed there should be attention to hiring. He thought data should be collected around attrition and tracking why staff were leaving and advancement data. What social identities did they want to focus on, such as race and gender? Councilor Bacon said it should include people with disabilities as well.

Councilor Yarnell Hollamon thought they needed to find out why some people were not applying for City jobs and looking at the qualifications for jobs. Councilor Coefield thought they also had to see if there was a dominant culture that kept people from doing their best work. There was consensus to continue the discussion on the remaining goals at a future meeting or retreat.

BUSINESS SESSION:

Councilors Present: Mayor Rick Rogers, Councilors: Julia Martinez Plancarte, Denise Bacon, Stephanie Findley, Bryce Coefield, and Elise Yarnell Hollamon.

Councilors Absent: District 5 seat vacant

Staff Present: City Manager Dan Weinheimer, City Attorney Truman Stone, City Recorder Sue Ryan, and City Engineer Kaaren Hofmann.

Meeting called to order at 7:13 p.m.

PRESENTATIONS:

Mayor Rogers read the proclamation declaring September 2020 as National Preparedness Month. Councilor Coefield asked about a proclamation for September 15 to October 15 as National Hispanic Heritage month. City Attorney Stone discussed the process for proclamations.

CITY MANAGER'S REPORT:

City Manager Weinheimer reported on COVID-19, teleworking, responses related to the wind storm last night and fires, Dispatch center call load, power outages, and downed trees and power lines, request for help from Marion County due to the fires, hiring a consultant to do the equity audit, and Assistant City Manager/Human Resources recruitment with 128 applicants that were narrowed down to 9 for interviews on September 18. He discussed the demographics of the applicants.

Councilor Coefield asked how they would ask the applicants about their demonstrated ability to pursue diversity, equity, and inclusion. CM Weinheimer said the candidates had turned in writing samples and one of the questions was about their definition of diversity, equity, and inclusion and what they had done to further that in their organization and career. They also planned to ask questions in the interviews about DEI.

Mayor Rogers asked about the WestRock sale and the Crestview Crossing development. CM Weinheimer replied the sale was moving forward. There had not been clarity yet on whether there would be deed restricted units or an excise tax for Crestview Crossing. Councilor Findley said the POW flag outside City Hall and the post office needed to be replaced.

PUBLIC COMMENTS:

Rebecca Wallis, Newberg resident, discussed the speed in the downtown business district. She thought it needed to be reduced from 25 to 20 mph for safety.

Mayor Rogers read the written comments from Martina Soppe-Navette on the increase of speeding on River Street.

CONSENT CALENDAR:

1. Action: Approve Resolutions 2020-3654, 2020-3697, 2020-3698, and 2020-3651.

Motion: Councilor Findley
Second: Councilor Martinez Plancarte
Vote: 6 Yes 0 No [District 5 seat vacant]

Councilor Coefield asked about the bid process and selection of Kennedy/Jenks Consultants for the Bell West water pump station and pipeline projects and any budget implications. He asked if they knew how many bids were received by people of color or women.

City Engineer Hofmann explained the process for hiring the consultant and how the price was negotiated after the selection per state law. There was only one bid for these projects because concrete contractors were in high demand right now. This company did a lot of work locally and was one of the best in the industry. They did not ask if bids were received by people of color or women. They could include those thresholds in the future.

City Attorney Stone explained public contracting law. He was working on updating the contracting code and those changes could be included.

2. Action: Approve Resolution 2020-3683

Mayor Rogers declared a potential conflict of interest as he had worked with this company in his job with Habitat for Humanity and the owners were his neighbors.

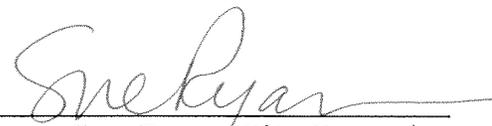
Motion: Councilor Findley
Second: Councilor Bacon
Vote: 5 Yes 0 No 1 Abstain [Rogers], [District 5 seat vacant].

COUNCIL BUSINESS:

1. Council Committee Reports

Mayor Rogers reported on the Equity Task Force and their discussion on holding a series of small listening sessions. There was discussion on compensating participants in the sessions. Councilor Findley reported on the Parkway Committee who were working on the vision for the completed Bypass but were waiting for funding. Councilor Yarnell Hollamon planned to go on a road trip to look at Veterans Village. This was an idea for temporary housing on the Providence property.

Meeting adjourned at 8:10 p.m.


Sue Ryan, City Recorder

ATTEST:


Rick Rogers, Mayor