
**City of Newberg
City Council
February 7, 2022
Hybrid meeting format**

BUSINESS SESSION –

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

Councilors Present: Mayor Rick Rogers, Councilors: Denise Bacon, Elise Yarnell Hollamon, Mike McBride, and Julia Martinez Plancarte.

Absent: District 4 seat vacant, Stephanie Findley

Staff Present: City Manager Pro Tem Will Worthey, City Attorney James Walker, City Recorder Sue Ryan, Community Development Director Doug Rux, Administrative Assistant Zaira Robles Muniz.

PRESENTATIONS

Black History Month proclamation:

Mayor Rogers read the proclamation declaring February 2022 as Black History Month. Jesse Cadd submitted written comments on the proclamation.

Chamber report:

Scott Parker, Executive Director of the Chamber of Commerce, said an assistant had been hired. He discussed the activities of the last quarter and higher visitor numbers.

CITY MANAGER REPORT

City Manager Pro Tem Worthey said staff had started work on the budget. He discussed recent department activities and gave an update on City projects.

The Council discussed:

- Work for the City of Lafayette
- Infiltration of stormwater into the sewer system

PUBLIC COMMENTS

Matthew Pruitt submitted written comments on the West Rock water rights purchase.

CONSENT CALENDAR

Action: To approve Resolution 2022-3795, A Resolution to accept a grant award from Yamhill County for Coronavirus State Fiscal Recovery Funding and authorize the City Manager Pro tem to execute all grant documents.

Motion: Councilor McBride
Second: Councilor Martinez Plancarte
Vote: 5 Yes 0 No 2 Absent [Findley, District 4 seat vacant]

PUBLIC HEARING – Resolution 2022-3780, new district boundaries:

Mayor Rogers opened the public hearing. He asked for any declarations of conflicts of interest or abstentions. There were none.

City Recorder Ryan said this resolution would establish new district boundaries, which followed Council direction to go with Alternative 1. There would be minimal changes to the current boundaries. However Districts 1, 3, and 5 would be expanded.

Proponents: None
Opponents: None

Mayor Rogers closed the public hearing.

Action: To approve Resolution 2022-3780, A Resolution establishing the new district boundaries applicable to the positions of Council members in the City of Newberg.

Motion: Councilor Bacon
Second: Councilor Yarnell Hollamon
Vote: 5 Yes 0 No 2 Absent [Findley, District 4 seat vacant]

Ordinance 2022-2894, Purchasing Code

Mayor Rogers opened the public hearing. He asked for any declarations of conflicts of interest or abstentions. There were none.

City Attorney Walker said this ordinance would update the City's contracting rules. Christine Taylor, Miller Nash, highlighted the changes that had been made to the City's purchasing policy and municipal code.

Proponents: None
Opponents: None

Mayor Rogers closed the public hearing.

Action: To waive the second reading of Ordinance 2022-2894

Motion: Councilor Bacon
Second: Councilor McBride
Vote: 5 Yes 0 No 2 Absent [Findley, District 4 seat vacant]

Action: To approve Ordinance 2022-2894, An ordinance amending and restating the Newberg Municipal Code, Title 3, Chapter 3.25, purchasing and contracting to be read by title only.

Motion: Councilor Bacon
Second: Councilor McBride
Vote: 5 Yes 0 No 2 Absent [Findley, District 4 seat vacant]

Resolution 2022-3799, Purchasing Policy:

Mayor Rogers opened the public hearing. He asked for any declarations of conflicts of interest or abstentions. There were none.

City Attorney Walker said this resolution would implement the new purchasing policy.

Proponents: None

Opponents: None

Mayor Rogers closed the public hearing.

Action: To approve Resolution 2022-3799, A Resolution approving a new City of Newberg purchasing policy.

Motion: Councilor McBride
Second: Councilor Bacon
Vote: 5 Yes 0 No 2 Absent [Findley, District 4 seat vacant]

NEW BUSINESS – EDRLF fund

CDD Rux discussed the proposed Fairfield Inn development for a 79 room hotel, options for their SDC costs, estimated SDC costs, TLT revenue, and visitor spending. Staff's proposal was for \$70,000 to come from ARPA funding, \$394,000 to come from Fund 14 (repayment from TLT revenue to the General Fund back to Fund 14), and Fairfield Inn would pay the remaining balance. There was discussion regarding the structure of the loan fund and financing for other projects.

Charlie Harris, Newberg resident, did not think they should subsidize this project when the City had not given this much money towards affordable housing. Local builders thought the SDCs were too high, but they had not received any subsidy. He thought the City should offer installments to pay the SDCs like other developers had to do. Also they should be charging 6% to 6.5% interest rate for the Revolving Loan Fund as was the City's policy. He did not think this developer should be treated any differently than local developers.

Mike Gougler, Newberg resident, thought it was in Newberg's best interest to have a mid-grade business hotel to help generate revenue for the City. He was in support of staff's recommendation.

There was discussion regarding the loan rate, other communities that had offered this type of incentive, funds left for other projects, and reasons for voting in favor.

Action: To approve Resolution 2022-3790, A Resolution authorizing use of Fund 14 – Economic Development Revolving Loan Fund (EDRLF) towards System Development Charges (SDCs) for the Escape Lodging Company Fairfield Inn Hotel.

Motion: Councilor Bacon
Second: Councilor Yarnell Hollamon
Vote: 5 Yes 0 No 2 Absent [Findley, District 4 seat vacant]

Resolution 2022-3796, Building IGA:

CDD Rux said this agreement with the state of Oregon would help build redundancy in emergency situations when staff was out for an extended period of time. It would be a reciprocal five year agreement. There was discussion regarding the need for the agreement and budget.

Action: To approve Resolution 2022-3796, A Resolution approving a Cooperative Agreement (Intergovernmental Agreement) between the Department of Consumer and Business Services, Building Codes Division and City of Newberg for Plan Review and Inspection services.

Motion: Councilor Yarnell Hollamon
Second: Councilor Bacon
Vote: 5 Yes 0 No 2 Absent [Findley, District 4 seat vacant]

District 4 Vacancy:

CR Ryan discussed the Council vacancy proposed timelines. She asked about the recruitment period, whether the interviews should be at a regular Council meeting or a special meeting, and whether the appointment would be made the same night as the interviews or at the following Council meeting. There was consensus to have a three week recruitment period, to hold the interviews at a Council Work Session, and to appoint the candidate on the same night.

Action: To approve Resolution 2022-3797, A Resolution acknowledging the acceptance of Councilor Bryce Coefield's resignation, expressing the City's appreciation for his service, declaring a vacancy, and announcing the advertisement for qualified person for appointment to fill the vacancy (District No. 4 with a term ending December 31, 2022).


Motion: Councilor McBride
Second: Councilor Martinez Plancarte
Vote: 5 Yes 0 No 2 Absent [Findley, District 4 seat vacant]

Meeting adjourned at 7:33 p.m.

ATTEST



Rick Rogers, Mayor



Sue Ryan, City Recorder