

**City of Newberg
City Council Minutes
November 20, 2023
Hybrid meeting format**

BUSINESS SESSION –

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

Councilors Present: Mayor Bill Rosacker, Councilors Elise Yarnell Hollamon, Molly Olson, Mike McBride, Robyn Wheatley, and Peggy Kilburg

Councilors Absent: Derek Carmon

Staff Present: City Engineer Lance Calvert, City Emergency Coordinator Karen Tarmichael, City Attorney James Walker, City Manager Will Worthey, Sergeant Eric Roning, Sergeant Nathan Jones, Finance Director Kady Strode, IT Manager Ian Rodriguez, Planning Manager Clay Downing, Library Director Korie Burkle, City Recorder Rachel Thomas, Gabriella McMahan, Project Specialist Alison Seiler, Assistant Planner James Dingwall, Senior Engineer Paul Chiu, Regulatory Compliance Officer April Catan

PROCLAMATIONS

Small Business Saturday Proclamation

RCA Small Business Saturday Proclamation.docx

Mayor Rosacker read the proclamation and declared Saturday, November 25, 2023 Small Business Saturday. Residents were encouraged to support small businesses.

CITY MANAGER’S REPORT

Month CM statistics - SEP.pdf

CM Worthey reported on the statistics for the month of September 2023.

PUBLIC COMMENTS

Newberg Affordable Housing Commission Public Comment Jim Talt.docx

Public Comment 11-20-23 Rogers.pdf

Public Comments were addressed immediately following Item 9.A Elliott Road Improvement Project Change Order.

Jim Talt said he had previously sent the above attached public comment to the Newberg Affordable Housing Commission (NAHC) to CM Worthey. Mr. Talt stated that the Housing Authority of Yamhill County (HAYC) had been managing Newberg’s Manufactured Home Grant program for the last 18 months and the program was winding down after helping more than 40 homeowners but leaving over 50 homeowners on the application list and others who did not apply due to a clause that prevented helping anyone in a home built before 1978. Jim Talt proposed that the Council give CM Worthey the authority to explore extending the Manufactured Home Grant program using Construction Excise Tax (CET) funds and removing the clause excluding homes built before 1978. There was an opinion that CET funds could not be used to

expand the grant program, but the Newberg Municipal Code Section 3.60.90 Use of Funds Paragraph D said, “The City may fund affordable housing programs in accordance with Section 9 Chapter 59 Oregon Laws 2016 including but not limited to rent buydowns and subsidies, downpayment assistance, and foreclosure prevention assistance.” The language “but not limited to” gave the Council discretion to make additional choices for the use of CET funds. Newberg’s manufactured home parks were arguably the largest single source of affordable housing in Newberg. The NAHC housing program matrix had a goal to preserve manufactured homes which was in line with Mr. Talt’s proposal to use CET funds to repair and preserve manufactured homes. Mr. Talt believed that Newberg and the HAYC could collaborate to make a new contract with cost savings for both parties, thereby helping Newberg’s manufactured home owners. The current program was winding down but was still operational and could be funded through CET funds.

The Council addressed Item 10.A A Potential CET Project at this time.

REPORTS AND PRESENTATIONS

Scoping the Childcare Issue

Childcare in Newberg Dec 2023.pptx

Councilor Olson presented a PowerPoint slide on work that had been done by Staff on the issue of providing childcare in Newberg. Interviews were held with employers and organizations that provided childcare to identify issues around childcare in Newberg. The State, County, and City all had laws regarding childcare. Public Schools, churches, and homes were also in the business of childcare. The availability of affordable childcare, especially for infants, was a challenge. Code and zoning changes could make it easier to open childcare businesses in Newberg. There was no adequate, affordable daycare available in Newberg. Families were driving to other nearby communities to get childcare. Employers saw childcare availability as the number one issue in employee retention and productivity. The Council was requested to focus Staff time on removing barriers to those opening daycare facilities in Newberg.

CM Worthey encouraged Councilors to consider taking a methodical approach and working on one issue at a time rather than creating a package to try to deal with everything at once.

The Council and Staff discussed:

- The issues and possible solutions available to the City had not been sorted by priority. Possible solutions included creating a more customer-service-oriented planning process, going from paper to electronic, aligning City Code with State Code, adjusting zoning to not require a conditional use permit in areas where other cities were not requiring them, and reducing the excessive parking requirements. System Development Charges (SDC) which had been cost prohibitive were already in the process of being reduced. Staff could be directed come back to Council to present more solutions.
- As an employer, how could the City better support Staff with childcare options?
- Removing barriers to childcare availability in Newberg would support City Staff and residents.
- CM Worthey stated that Staff could potentially receive a group rate discount going through certain childcare service providers.
- Planning Manager Downing stated he had enough information to prioritize a list of solutions if Staff was directed to do so. The Planning Department would come back within a month or two with a prioritized list of projects to share with the Council, which could include work on solutions for childcare in Newberg.

The Council directed Staff to prepare possible solutions for affordable childcare availability in Newberg.

2023 Emergency Operations Plan Presentation

Newberg EOP Base.docx

Emergency Operations Plan update2023 - final.pdf

City Emergency Coordinator Tarmichael gave a PowerPoint slideshow sharing updates to the Emergency Operations Plan (EOP) which provided guidelines on how to mitigate, prepare for, respond to, and recover from emergencies or disasters. The EOP was updated in response to Council Goal 4 to enhance community safety as well as having been identified by City Department Heads as a priority in 2022. The current EOP was a “one size fits all” design that was adopted in 2013 and included language regarding the Newberg Fire Department which no longer existed. When the Fire Department was discontinued, the City lost the Staff member who had been over emergency planning and training. The current EOP did not address urban wildfires, health pandemics, cyber security risks, droughts and other weather conditions. Work on the new EOP began in April 2022 using a hybrid mix of the plan provided by the consultant and customized information regarding Newberg capabilities and resources. The framework was scalable, compatible with partner agencies, and followed the Incident Command System (ICS) structure which would provide flexibility for future revisions.

CM Worthey stated the old EOP was based on linear responses to specific disasters and the new EOP would operate more like a toolkit to build an appropriate response to any situation.

The new EOP would fit the required Federal Emergency Management Agency (FEMA) standards, comply with State and Federal regulations, provide clarity around roles, responsibilities, and limitations, include clear appendixes and procedures, and use simplified language. The EOP would be a living document which would require regular attention. As Emergency Coordinator, CEC Tarmichael would update the EOP and appendixes regularly to keep the information current. The EOP was not a continuity plan and did not address how the City would continue paying bills and doing business during an emergency.

The EOP would need to be exercised and tested to ensure it was sufficient. CM Worthey warned that some of the planned emergency training exercises may be orchestrated and rolled out with little notice and may feel very real and unexpected.

CEC Tarmichael encouraged Councilors to read the EOP, view the online videos and guidebook, attend training exercises, encourage constituents to be prepared to survive for 72 hours in an emergency, and to sign up for Everbridge and National Weather Service alerts to stay informed and facilitate being able to warn others in the case of an emergency.

CM Worthey stated that a key feature of the new EOP was the flexibility to use the resources found in the appendices to construct a custom plan for any given situation within the framework of the base plan.

The Natural Hazard Plan had assessed the City’s ability to respond to varying levels of emergencies and coded the levels of risk in the framework of the EOP. Yamhill County Emergency Management (YCEM) and Tualatin Valley Fire and Rescue (TVF&R) collaborated on

the EOP to make sure the assessed levels of risk and language used would be compatible with their policies for emergency response.

CM Worthey stated that a high-level incident that would trigger a FEMA response would be considered a higher risk level because it would initiate a statewide response.

Vacation Rental Home and Short-Term Rental Update

RCA 11-06-23 CC GEN23-0007.pdf

Attachment 1. Vacation Rental Home and STR White Paper.pdf

PM Downing and Assistant Planner Dingwall presented the update on vacation rentals and short-term rentals. The Staff recommendation was to receive and file the updated research, receive and file the vacation rental home and short-term rental white paper, and provide direction to Staff on future actions related to vacation and short-term rentals. The white paper contained background information, trends, existing conditions in Newberg, public comments received, and sample policy approaches based on policies used by other jurisdictions. Recent activities included a meeting of the Short-Term Rental Ad Hoc Committee and a review of the white paper by the Planning Commission.

PM Downing shared the background on the activities of the City Council, Planning Commission, and Short-Term Rental Ad Hoc Committee regarding short-term rentals, discussed the existing requirements and criteria to get a conditional use permit for a short-term rental in Newberg, and noted the current restrictions and limitations. Numbers of vacation rental applications have continually increased over the last few years.

PM Downing shared data regarding vacation rentals taken from information provided in permit applications, business license applications, and Transient Lodging Tax (TLT) payments which indicated a total of 74 operating vacation rentals in Newberg as of August 2023, with only 57 paying TLT, 42 with City permits, and 18 with a business license. Only 12 vacation rentals were operating under full compliance. It was hard to tell which operators were not in full compliance because some vacation rentals were grandfathered in when regulations were instated in 2013.

PM Downing shared a map showing the locations of vacation rentals in Newberg which were clustered toward the downtown area, maps of the zoning districts and associated review process types and discussed charts categorizing the concerns expressed in public comments regarding vacation rentals with major concerns being parking, safety, traffic increases, noise, livability, social cohesion, and housing availability. The Police were requested to report back regarding the numbers of different types of complaints they received about vacation rentals. Sergeant Roning had written a letter stating vacation rentals were not significantly associated with higher rates of crime or complaints and there had only been fourteen complaints called in regarding eight of the vacation rental properties in a twelve-month period with some complaints about dogs, or behavioral health issues. Currently, there were no connections between the vacation rental permitting process, paying TLT, and enforcement regarding complaints, but connecting those processes could increase compliance.

PM Downing discussed the current types of review procedures and what activities would fall under which type of review procedure according to the Code.

PM Downing discussed possible regulatory approaches including policies determining how to bring non-conforming vacation rentals into compliance through grandfathering or amortization, and regulating vacation rentals by concentration, operations, compliance, or enforcement in the case of complaints or violations. AP Dingwall noted that no single regulation would address all of the issues, and that nearby jurisdictions layered multiple regulatory elements to manage vacation rentals.

PM Downing read the Planning Commission's list of recommendations for the City Council:

1. The City Council and Planning Commission engage in a joint work session to investigate and consider regulatory approaches for vacation rentals.
2. Consider enhanced enforcement of permitting and TLT activities for improved compliance.
3. Consider enhanced monitoring of violations and complaints associated with vacation rentals.
4. Discuss the need for a regulation based on a density cap.
5. Discuss the amortization of non-compliant operators similar to the policy used in Lincoln City.

Mayor Rosacker noted he had attended several Short-Term Rental Ad Hoc Committee meetings and the committee was running smoothly. He looked forward to further collaboration with the committee and the Planning Commission. Mayor Rosacker called for a five-minute break.

Pretreatment Code Changes

Pretreatment Code Changes.pptx

Regulatory Compliance Officer Catan gave a PowerPoint presentation on the pretreatment-related Code changes. RCO Catan worked at the Wastewater Treatment Plant in Regulatory Compliance. The City was required by the Department of Environmental Quality (DEQ) to have and report on a pre-treatment program which was occasionally audited. The most recent DEQ findings required the City to revise and add some Code changes.

RCO Catan explained that pretreatment was a process undertaken by businesses to remove hazards before draining used water into the sewer lines to address issues such as oil, grease, chemicals, or a high pH in the water. Pretreatment protected sanitary sewer lines from caustic chemicals that could corrode the pipes, and also protected the Willamette River, City employees, the public, and the quality of biosolid compost and recycled water.

RCO Catan discussed proposed changes to the Code including revised or added definitions related to pretreatment to match federal language, and an addition to the Newberg Municipal Code regarding pH range limitations for wastewater.

RCO Catan stated that businesses in town were regularly checked for pretreatment compliance and that all restaurants were required to have a device to pretreat the water. Councilor McBride requested a report be brought back to the Council in the future regarding levels of compliance with wastewater standards in Newberg without disclosing names of businesses.

RCO Catan stated that the numbers in the pH range limitations were determined by Environmental Protection Agency (EPA) studies.

Water Treatment Plant Closeout Presentation

Newberg GWTP Project Closeout Presentation.pdf

Conсор Engineers Chris Manning and Brian Ginter gave a PowerPoint presentation on the Groundwater Treatment Plant (GWTP). The main purposes of the GWTP project were to respond to the State requirement to cover the basins and filters at the existing plant, update the plant to current standards, address seismic resilience, the aging facility, and operational issues.

Mr. Manning went over the layout of the GWTP facility with the design 30% complete. The design had developed into a more comprehensive facility for staffing purposes as well as to add more resiliency and redundancy to the treatment process. The number of filters had increased, and new treatment processes were added to replace existing processes which used undesirable chemicals.

Mr. Manning shared a comparison of the original concept for the GWTP and the current 30% designed GWTP facility and detailed what had changed which resulted in an increase in cost from \$21.7 million to just under \$43 million.

Mr. Ginter stated the original design concept for the GWTP had been coordinated with City Staff with the intention to replace the plant with a plant of similar capacity. Over time the design evolved with input from Staff to a more long-term facility with higher capacity, increased operational efficiency, and improved safety features. The cost estimate for the original design concept of the GWTP was given two and a half years ago and since that time inflation has increased significantly. The cost estimate for the 30% designed GWTP facility was given this year.

Mr. Manning stated the existing water treatment plant had been there for 70 years, and the designers had increased the size of the GWTP building design and the scope of the support space provided with the intention of creating a facility that could serve for 70 years into the future. The additional 10,000 sq ft provided an additional 2,000 sq ft of staff support space, 8,000 sq ft for expanded water treatment operations, and a control room which had not been included in the original design and had been requested by Staff.

The 30% designed GWTP facility included a large conference room and four bathrooms. CM Worthey had not been aware of the inclusion of those rooms in the design and stated that previous Staff members had not shared any information regarding the decisions to expand the facility design. CM Worthey committed to asking for more detailed information from Department Heads in the future rather than leaving matters up to trust.

Mr. Manning noted that the design process was not linear and significant changes were often made between 30% and 60% of design completion. Even without the conference room and other extra rooms the budget still would have gone far over the estimate. Other major factors impacting the cost were soil improvements, running a sanitary sewer line, adding a new storm sewer, and site prep for the future Bluff Road frontage. The soil conditions at the existing water treatment plant site were worse than soil at the GWTP site. The soil conditions at GWTP site were not known when the City planned the location of the GWTP. The next steps in the design process would include evaluating other potential sites.

Mr. Manning noted that the intention had been to save money and several cost saving opportunities had been identified including reuse of the existing backwash storage pond and

pump station, building the backwash recycle tank in a future phase, and reuse of the existing backup generator.

Mr. Manning shared a graph of the Mortensen construction cost index showing the inflationary impacts to construction in different cities over the past few years. Specialty construction and construction using specialized equipment had been impacted by inflation more than typical construction. Future increases in inflation were included in the construction cost estimates as inflation rates were anticipated to increase over the timeframe of the GWTP project. Consor had worked with the City and with a Construction Manager/General Contractor (CMGC) to decrease costs of the GWTP by creating a smaller, more efficient design. The existing water treatment plant was built in the 1950s and had been through at least eight substantial renovations. The new design was forward-thinking and left extra space available for future expansion.

Mr. Manning stated Consor was working with City Engineer Calvert to closeout the GWTP project and cancel all permitting work that had been done on the GWTP project. All organizations that had been involved, including financing and State regulation agencies, had been notified of the GWTP project closeout. Consor would work to tie up loose ends in the design to ensure the design had as much value to the City as possible with the inclusion of value engineering options and geotechnical reports so that if or when the City was ready to move forward with the GWTP the City could build off of the work that had already been done on the design.

CM Worthey stated that if the information were packaged up nicely, in eight years when the City was ready to begin the project it was likely that things would have changed significantly enough that the City would have to start from scratch again. Mr. Ginter confirmed that there would be some lost efficiency and it would not be like starting from 30% design completion, but there were certain elements and reports that would still be relevant and usable as a starting point. Mr. Manning stated there was significant work put into the design and the design could be built on at a future point.

The work already done on the GWTP design by Consor may cost the City around \$800,000.

Councilor McBride was in favor of looking for a more convenient location for the GWTP and finding out who would be able to assess and make a recommendation for a new location.

CM Worthey stated that his direction to Staff was to contain any remaining residual costs. The City would need to have less debt on the books to get more financing to build a new GWTP.

Mr. Manning stated that there had been discussion about finding other sites, and that Consor or City Staff could work on finding a new site for the GWTP. The City would still need to comply with DEQ requirements to cover the water basins at the existing water treatment plant by 2027 so the plant would not be considered a surface water treatment plant. The work needed to make the existing water treatment plant seismically resilient had triggered the initial exploration into building the new GWTP. Due to sizable costs at the current proposed GWTP site, the next step in building the GWTP would be to evaluate alternative sites and alternative financing options.

CONSENT CALENDAR

Resolution 2023-3911 – A Resolution approving the contract with JH Kelly to perform the Public Safety Building and Server Room HVAC replacement and upgrade for \$265,574.89
Resolution 2023-3911 HVAC Replacement and Upgrades.docx

Exhibit A Server and PSB HVAC.pdf

Resolution 2023-3909 – A Resolution repealing Resolution 2013-3102 to replace the 2013 Emergency Operations Plan (EOP) with the 2023 version

Exhibit A Newberg eop base plan 2023.docx

Resolution 2023-3909 A Resolution to Repeal and Replace the Current Emergency Operations Plan.docx

Action: To approve the Consent Calendar: Resolution 2023-3911 and Resolution 2023-3909

Motion: Councilor Yarnell Hollamon

Second: Councilor Olson

Vote: 6 Yes 0 No 0 Abstain 1 Absent (Carmon)

CONTINUED BUSINESS

Resolution 2023-3910 – A Resolution authorizing the City Manager to execute a change order to closeout the Elliott Road Improvement Project in the amount of \$638,434

Exhibit A ElliottRdPj ChgOrder 10.pdf

Res 2023-3910 ElliottRdPj-Project Update and Closeout 002.pdf

CM Worthey stated that the presentation would explain how the Elliott Rd improvement project had gone over budget due to some oversights.

City Engineer Calvert and Senior Engineer Chiu presented on the change order to closeout the Elliott Rd improvement project. CE Calvert stated he was optimistic that there were ways to overcome the challenges to building the GWTP, and acknowledged the Elliott Rd project was a large and difficult project for a community of this size to try to complete. Kittleson & Associates, the lead design engineering firm on the project, would give a more detailed presentation on the project to the Council on December 4th to help determine the next steps and share ways to recover some of the funding. Several change orders had been made to the project resulting in a total estimated cost of \$6,961,000. Council action was required to make the final payment to The Saunders Company for work already completed on the Elliott Rd project.

CE Calvert noted the utilities in the project area were often unmarked, poorly marked, or mislocated, which complicated the process for the contractors and added costs to the project. The Elliot Rd project timeframe overlapped with the Newberg High School project which required Elliot Rd to remain open to through traffic during construction. The original plan had been to close Elliott Rd during construction and keeping it open had incurred the additional cost of providing traffic control for an extended period of time. Adjacent property owner coordination created extra costs for landscaping, detail work on matching elevations and adjusting grades, and retaining wall additions to meet property owner needs. CE Calvert stated in his experience projects did not typically go so far over budget.

Senior Engineer Chiu stated The Saunders Company had a very talented superintendent on the project who mentioned that in his experience this project had been the worst situation he had ever seen as far as underground utility markings and locations. SE Chiu detailed some of

the major difficulties that were experienced with regard to locating underground utilities for the Elliott Rd project.

CE Calvert stated that for unknown reasons the utility companies did not seem to have a solid knowledge of their infrastructure in the Elliott Rd area. Utility location would be a priority during the early stages of future projects to avoid running into problems later. Sonar equipment could be used to locate underground with more reliability.

Action:	To approve Resolution 2023-3910 authorizing the City Manager to execute a change order to closeout the Elliot Rd improvement project in the amount of \$638,434
Motion:	Councilor Olson
Second:	Councilor McBride
Vote:	6 Yes 0 No 0 Abstain 1 Absent (Carmon)

The Council addressed Item 6 Public Comments at this time.

NEW BUSINESS

A potential Construction Excise Tax (CET) project

RCA INFORMATION A Potential CET Project.docx

HAYC Manufactured Home Grant Proposal info ITEM 12b.docx

This Item was addressed immediately following Item 6 Public Comments.

CM Worthey stated the City had a current CET balance of \$1.57 million to be used for allowed purposes. CM Worthey gave the breakdown of the current distribution of CET funds and stated that 35% of the CET funds could be used to fund developer incentives and affordable housing programs for a current total of \$549,500. Staff recommended exploring the idea of using the CET funds for the Manufactured Home Grant program and having it continue under the authority of the NAHC, although there may be some legal hurdles. The CET funds for developer incentives could not be used, but the CET funds allocated to affordable housing programs could be used to fund the Manufactured Home Grant program if the City determined the Mobile Home Grants made the cost of housing affordable versus simply making the housing units habitable, and if the City could identify a method of evaluating eligibility connected to affordable housing. If the City were to agree that the contracting agency would give the applicant a certain number of months of free rent, and in exchange the Applicants did the repairs to bring the property into usable condition, this could create a way to prove the program promoted affordability. The Council could direct Staff to explore these ideas.

Mayor Rosacker noted it would be easy to prove the manufactured homes fell within the appropriate income range.

City Attorney Walker stated the two authorities the City was navigating were the ordinance shared by Mr. Talt, and the State statute that sets up the CET. The main question was what constituted an affordable housing program. The language also specifically stated the requirement of having an 80% median family income paired with a 30% rental expense to be eligible for affordable housing programs, so a process to determine eligibility would be necessary. CA Walker reiterated it would be necessary to show that the program was creating affordable

housing and not just improving the properties. The existing programs provided rent buydowns, downpayment assistance, and foreclosure avoidance which directly impacted the cost of the housing itself. Home improvements such as a ramp installation or improving stairs or heating conditions may not have a direct impact on the cost of the housing, though arguably home improvements may be tied to housing costs indirectly. The City would need to feel comfortable with justifying the situation if a challenge was raised.

Mayor Rosacker stated that in many cases if home repairs were not done, homeowners were in jeopardy of being unable to continue living in the home with the alternative being to pay more rent somewhere else.

CA Walker agreed that was the argument the City would rely on along with Mr. Talt's point about the language, "but not limited to" but the challenge was there was nothing specified by statute or ordinance

Councilor Kilburg stated the Newberg Municipal Code Section 3.60.030 B. Residential Improvements referenced Oregon Statute 3.20.1953 which referenced Oregon Laws 2016 Chapter 59 Section 9 3C mentioned 35% of CET funding was available for programs related to affordable housing, and in paragraph 4 it stated the remaining 50% of received CET funds could be used to fund City or County housing programs and did not mention "affordable" housing.

CA Walker would need to review the references provided by Councilor Kilburg.

Councilor Olson noted that when Council tried to spend CET funds in June it was mentioned that the NAHC was supposed to provide a list of community improvement opportunities. Councilor Olson recommended contacting the NAHC and discussing all the options before deciding how to spend CET funds.

Mayor Rosacker stated Staff could be directed to research the item and bring it back through the NAHC.

Councilor Olson noted that because the NAHC had not been meeting there may be other funding that had not been allocated yet.

Mayor Rosacker confirmed the NAHC was actively meeting.

Councilor Yarnell Hollamon supported the proposal as presented by CM Worthey and hoped to hear an update on the activities of the NAHC.

Councilor Kilburg planned to collaborate with CA Walker to review the legal language to see what was possible and seek simplicity. CA Walker agreed to look for authority under those laws with Council approval.

Councilor Kilburg stated that the last time the NAHC came before the Council they had only received two applications and it was unlikely that they had any pending applications.

Mayor Rosacker stated the NAHC would meet in December to allocate their three sources of funding to various projects, and he hoped to see the CET funds used on a project that made a real difference to affordable housing.

CM Worthey noted Staff could work on this project idea and if the NAHC had other ideas they could be presented to the Council at the same time.

Jim Talt thanked Councilor Kilburg for reading the legal language found in Oregon Laws 2016 Chapter 59 Section 9 and stated she hit on the two main operative paragraphs noting the availability of CET funds for affordable housing projects which were left undefined. Newberg Code said that the CET payout split between 15%, 35%, and 50% only applied to taxes collected from residential programs, where funds collected from commercial, industrial, or mixed-use work was not subject to the payout schedule.

Mayor Rosacker asked if the collected CET money had been tracked as to whether it had come from residential or commercial developments. CM Worthey was unaware if the sources of the funds had been tracked.


COUNCIL BUSINESS

None

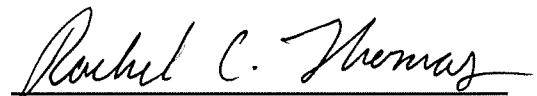
ADJOURNMENT

Meeting adjourned at 8:30 pm.

ATTEST



Bill Rosacker, Mayor



City Recorder, Rachel Thomas