

**CITY COUNCIL AGENDA
SEPTEMBER 6, 2016, 7:00 PM
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. PRESENTATIONS

1. Family Life Church

V. PROCLAMATIONS

1. George Fox University Proclamation Pages 3 - 4

VI. CITY MANAGER'S REPORT

VII. COUNCIL APPOINTMENTS

1. Library Board Appointment of William (Paul) Headley to Position #4 for a term of September 2016 to June 30, 2018 Pages 5 - 14

VIII. 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)

IX. CONSENT CALENDAR

1. Resolution 2016-3336, A Resolution authorizing the City Manager to approve The purchase of two (2) replacement vehicles for the Newberg-Dundee Police Department Pages 15-16

X. PUBLIC HEARING - LEGISLATIVE

1. Ordinance 2016-2808, An Ordinance Repealing Newberg Municipal Code Section 10.20.050 regarding volunteer bicycle registration Pages 17-18

Agenda continued on next page

XI. NEW BUSINESS

1. Reuse System Discussion Pages 19-43

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.

XII. COUNCIL BUSINESS

XIII. 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 two business days 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. Speakers who wish the Council to consider written material are encouraged to submit written information in writing by 12:00 p.m. (noon) the day of the meeting.

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: Month Day, Year

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

SUBJECT: Adopt a Proclamation declaring Sept. 9, 2016 to April 29, 2017, as the Year of George Fox University.

**Contact Person (Preparer) for this Motion: Mayor Andrews
Dept.: Council**

RECOMMENDATION:

Adopt a proclamation declaring September 9, 2016 to April 29, 2017 (the 16-17 academic year), as the Year of George Fox University.

EXECUTIVE SUMMARY:

125 years ago, on September 9, 1891, Pacific College opened in Newberg with 15 students. That institution has gone on to become George Fox University, which will enroll more than 4,000 students this fall. In appreciation for the contributions that George Fox University makes to the Newberg community, the City Council joins George Fox University in celebrating this milestone by adopting this proclamation.

FISCAL IMPACT:

None.

STRATEGIC ASSESSMENT:

Approving this proclamation supports the Council's goal of enhancing Newberg's community and being actively involved in community events.



**A PROCLAMATION DECLARING SEPTEMBER 9, 2016 TO APRIL 29, 2017, AS THE YEAR OF
GEORGE FOX UNIVERSITY**

WHEREAS, in September 1885, Quaker pioneers in Newberg established Friends Pacific Academy with 19 students, including future U.S. President Herbert Hoover; and

WHEREAS, on Sept. 9, 1891, academy leaders opened Pacific College with 15 students; and

WHEREAS, in 1949, the institution changed its name to George Fox College in honor of the founder of the Quaker or Friends movement; and

WHEREAS, in 1990, George Fox added graduate programs and enrolled more than 1,000 students for the first time; and

WHEREAS, in 1996, George Fox merged with Western Evangelical Seminary and became George Fox University; and

WHEREAS, this fall George Fox enrolled than 4,000 students; and

WHEREAS, George Fox University alumni have contributed to the betterment of the world as pioneers in the invention of the heart valve and the television as well as serving humanity in education, health care, social work, ministry, engineering, nursing and many other fields.

WHEREAS, George Fox University enriches Newberg cultural life through art exhibits, musical and theatrical performances, NCAA athletic competitions and academic lectures; and

WHEREAS, George Fox University students and employees annually provide nearly 300,000 volunteer hours to Newberg and nearby communities; and

WHEREAS, George Fox University, its students, guests and employees annually contribute more than \$100 million to the local economy; and

WHEREAS, George Fox University is a top-tier university bringing Newberg volunteer assistance, economic benefit, cultural benefits, an enhanced labor force and other positive contributions; and

WHEREAS, on Sept. 9, 2016, George Fox University celebrates its 125th anniversary and reaffirms its promise that every student will be known – personally, academically and spiritually.

NOW, THEREFORE, The City Council of the City of Newberg hereby proclaims from Sept. 9, 2016, to April 29, 2017, as the Year of George Fox University in Newberg and encourages all Newberg citizens to join in this observance.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the Seal of the City of Newberg to be affixed on this MEETING day of Month, Year.

Bob Andrews, Mayor

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: September 6, 2016

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

SUBJECT: Appointment to the Newberg Public Library Advisory Board

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

RECOMMENDATION:

Approve the appointment by Mayor Andrews of **William (Paul) Headley**, to Position #4 (Sept. 2016 to June 30, 2018) to the Newberg Public Library Advisory Board. This will complete the term of board member Corina Kanen who moved out of the area.

EXECUTIVE SUMMARY:

The library advertised one opening on the board during July with an article in The Newberg Graphic, postings at the library and city hall, announcements on the library and city websites and in the library newsletter. The announcement listed Position #4 as open for either a resident of the city or a non-resident.

Six applications were received by the deadline of August 5, 2016. The board interviewed five of the six candidates (one was out of town) and reviewed all the applications at their meeting of August 18, 2016.

Following deliberations, the Board voted to recommend Mayor Andrews appoint **Paul Headley**, who is a resident of Newberg and brings skills in finance as well as experience as a parent of a young library user, to the Newberg Public Library Advisory Board (Position #4, Sept. 2016 to June 30, 2018).

FISCAL IMPACT: None

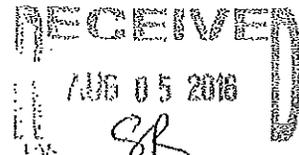
STRATEGIC ASSESSMENT:

It is vital for the Library to have a complete library board to advise on policies and issues.

Press Release for Library Board Opening (posted July, 2016)

The City of Newberg is seeking applicants to fill one position on the Newberg Public Library Board. The Board is an advisory group composed of five members who meet monthly to discuss and take action on items affecting library service to the community. There is one position available. Applicants may be a resident of the City of Newberg or the greater Chehalem Valley area. It is a two year term to complete a term for a member moving out of the city and runs until June, 2018.

Appointments to the Library Board are made by the Mayor with the consent of the City Council. Applications for the position are available online at www.newberglibrary.org, or at City Hall and the Library. Please return applications to the City Recorder at Newberg City Hall by **Friday, August 5, 2016, 4:30 pm**. For more information, contact Library Director Leah Griffith at 503-537-1256 or leah.griffith@newbergoregon.gov.



APPLICATION FOR
CITY COUNCIL, COMMISSIONS, COMMITTEES & ADVISORY BOARDS

Please check the Council/Committee/Commission/Board on which you would like to be considered for appointment. Continue on back or separate sheet, if necessary. If interested in serving on multiple boards, please list the order of preference (1-10). Terms vary. (Please note: The meeting dates/times are subject to change with advance notice and applicants may be required to be present at the Council Meeting at which their application is to be considered.)

- | | | | |
|---|--|---|-------------------------------|
| <input type="checkbox"/> Budget Committee | 4-5 times Jan-June, plus 1-2 | <input type="checkbox"/> Traffic Safety Commission | 2 nd Monday, 7 pm |
| <input type="checkbox"/> Citizens' Rate Review Committee | 4-8 times bi-annually or by need | <input type="checkbox"/> Traffic Safety Student Commissioner | 2 nd Monday, 7 pm |
| <input type="checkbox"/> City Council | 1 st & 3 rd Monday, 6 pm | <input type="checkbox"/> Planning Commission | 2 nd Thursday, 7pm |
| <input type="checkbox"/> Historic Preservation Commission | To Be Announced | <input type="checkbox"/> Planning Student Commissioner | 2 nd Thursday, 7pm |
| <input type="checkbox"/> Historic Preservation Student Commissioner | To Be Announced | <input type="checkbox"/> Newberg Urban Area Management Commission | To Be Announced |
| <input checked="" type="checkbox"/> Library Advisory Board | 3 rd Thursday, 7 pm | <input type="checkbox"/> Other: _____ | |

NAME: Cathryn A. DAVENPORT HOME PHONE: 541-689-9212
 RESIDENCE ADDRESS: 3014 Knoll DR. Newberg BUSINESS PHONE: NA
 MAILING ADDRESS: same EMPLOYER: RETIRED
 EMAIL: mikefilm@gmail.com OCCUPATION/PROFESSION: REGISTERED Nurse

Years living in Newberg? 8 months Live in City limits? yes Are you a registered voter? yes Are you a city employee? NO
 How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Good", "Fair" or "Poor" performance? I was pleased to read about the new city manager. Based on history & need, hiring a new city manager will be an asset to improving city's performance.

Why are you interested in serving on the Council/Committee/Commission/Board? I am interested in serving on this board as I firmly believe a community library should remain an integral part of the community throughout 21st century.

What qualifications, skills, or experiences would you bring to the Council/Committee/Commission/Board? dependability, open to new ideas, experience working within a team, love of reading, research skills, 40 years working with public

What contributions do you feel you can make to the Council/Committee/Commission/Board? participation during meetings which would include reading and pre-meeting materials; increasing my knowledge of what library community offers, (→ back

Previous/current appointed or elected offices: _____
 Previous/current community affiliations or activities: Volunteer in Medicine - Eugene, OR

If not appointed at this time, may we keep your name on file? Yes No
 Signature: Cathryn A. Davenport Date: 8-5-16
 I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

Please complete, sign, and date application form and return to:

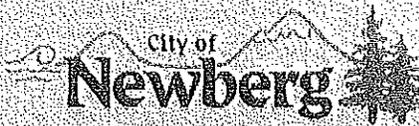
FOR OFFICE USE ONLY:
 Council District Reside In: _____
 Registered Voter: Y ___ N ___ Since: _____
 Utility Customer: Y ___ N ___

City Recorder
 414 E. First Street
 Newberg, OR 97132
 Fax: 503-537-5013 • Office: 503-537-1283
 cityrecorder@newbergoregon.gov

FOR OFFICE USE ONLY:
 Appointed: Y ___ N ___ Date: _____
 Original Appt. Date: _____
 Date Left: _____

actively review current policies of library in order to better understand workings of the board, willingness to work with other community members and for connecting libraries within the region to further promote excellence in library service to all.

Davenport



RECEIVED
AUG 04 2016
BY: *SK*

APPLICATION FOR CITY COUNCIL, COMMISSIONS, COMMITTEES & ADVISORY BOARDS

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| <input type="checkbox"/> City Council | 1 st & 3 rd Monday, 6 pm | <input type="checkbox"/> Planning Commission | 2 nd Thursday, 7 pm |
| <input type="checkbox"/> Historic Preservation Commission | To Be Announced | <input type="checkbox"/> Planning Student Commissioner | 2 nd Thursday, 7 pm |
| <input type="checkbox"/> Historic Preservation Student Commissioner | To Be Announced | <input type="checkbox"/> Newberg Urban Area Management Commission | To Be Announced |
| <input checked="" type="checkbox"/> Library Advisory Board | 3 rd Thursday, 7 pm | <input type="checkbox"/> Other: _____ | |

NAME: <u>William Paul Headley</u>	HOME PHONE: <u>503-459-9377</u>
RESIDENCE ADDRESS: <u>1218 Oak Knoll Ct Newberg OR 97132</u>	BUSINESS PHONE: <u>503-434-4454</u>
MAILING ADDRESS: <u>Same as above</u>	EMPLOYER: <u>RB Rubber, McMinnville</u>
EMAIL: <u>wtheadley@gmail.com</u>	OCCUPATION/ PROFESSION: <u>Accounting</u>

Years living in Newberg? 14 Live in City limits? Yes No Are you a registered voter? Yes No Are you a city employee? Yes No

How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Good", "Fair" or "Poor" performance? I grew up in Newberg, and returned as an adult about 3 years ago wanting a good, safe community to raise my children. When I think about the future of the community I see potential in celebrating the diversity of the population, focus on development of downtown area and measured growth throughout the city.

Why are you interested in serving on the Council/Committee/Commission/Board? As a lifelong patron of many libraries, I believe the library is an absolutely vital community resource that must be supported and protected. The library provides educational opportunities and activities that strengthen the community that I care about.

What qualifications, skills, or experiences would you bring to the Council/Committee/Commission/Board? I have many years experience working in several accounting management roles, relevant skills includes developing and managing budgets, preparing and implementing strategic plans, monitoring capital projects, staff assessment and performance plans, I place a high emphasis on teamwork and collaborating with other people to accomplish goals.

What contributions do you feel you can make to the Council/Committee/Commission/Board? I believe my professional skills combined with ability to work effectively as a team and passion for the library's mission make me an ideal fit for the open board position.

Previous/current appointed or elected offices: None

Previous/current community affiliations or activities: Nothing formal, a primary reason I would love this opportunity to serve

If not appointed at this time, may we keep your name on file? Yes No

Signature: *WPH*

Date: 8-2-16

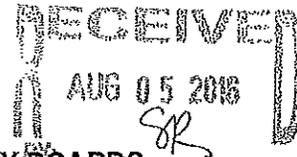
I have sufficient time to devote to this responsibility, and will attend the required meetings if appointed.

Please complete, sign, and date application form and return to:

FOR OFFICE USE ONLY:
Council District/Reside In: _____
Registered Voter: Y ___ N ___ Since: _____
Utility Customer: Y ___ N ___

City Recorder
414 E. First Street
Newberg, OR 97132
Fax: 503-537-5012 • Office: 503-537-1283
cityrecorder@newbergoregon.gov

FOR OFFICE USE ONLY:
Appointed: Y ___ N ___ Date: _____
Original App. Date: _____
Date Lost: _____



**APPLICATION FOR
CITY COUNCIL, COMMISSIONS, COMMITTEES & ADVISORY BOARDS**

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| City Council | 1 st & 3 rd Monday, 6 pm | <u>5</u> Planning Commission | 2 nd Thursday, 7 pm |
| Historic Preservation Commission | To Be Announced | Planning Student Commissioner | 2 nd Thursday, 7 pm |
| Historic Preservation Student Commissioner | To Be Announced | <u>6</u> Newberg Urban Area Management Commission | To Be Announced |
| <u>1</u> Library Advisory Board | 3 rd Thursday, 7 pm | Other: _____ | |

NAME: Adam Lundstrom HOME PHONE: 971-273-8098
 RESIDENCE ADDRESS: 2045 Crater Ln Newberg OR 97132 BUSINESS PHONE: 503-427-0618
 MAILING ADDRESS: same EMPLOYER: ISD
 EMAIL: ajlundstrom@gmail.com OCCUPATION/PROFESSION: Aerospace Technical Writer

Years living in Newberg? 4 Live in City limits? Y Are you a registered voter? Y Are you a city employee? N
 How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Good", "Fair" or "Poor" performance? Identify and clearly define a resident need and/or government entity inefficiency. 2) Determine the root cause of the problem. 3) Identify/implement a solution that addresses the defined problem and produces results in quantifiable terms of time, cost, and quality.

Why are you interested in serving on the Council/Committee/Commission/Board? Local governance is the most important and most effective level of governance. It is the privilege and responsibility of every American adult to participate in the governance of their community as they are able. A well-run public library system enriches and binds its community. I want to help ensure that the Newberg Public Library continues to do so.

What qualifications, skills, or experiences would you bring to the Council/Committee/Commission/Board? I am a bookworm and cinephile. I am the parent of a bookworm. I have training and experience in nonprofit business process improvement. I thrive in ad hoc team environments. I enjoy engaging with the public. I am a voracious learner.

What contributions do you feel you can make to the Council/Committee/Commission/Board? As a technical writer and industrial engineer, I specialize in human/technology interface, best practices, and process design/improvement. This skillset could be an asset in situations such as implementation of the SirsiDynix library system, as well as other systems and processes where bottlenecks or inefficiencies may be present but not immediately visible.

Previous/current appointed or elected offices: none
 Previous/current community affiliations or activities: OPRD/Newberg club soccer coach (8 yrs), classroom volunteer (8 yrs)

If not appointed at this time, may we keep your name on file? Yes No

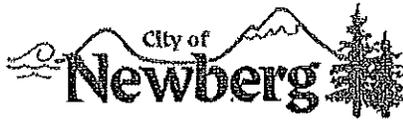
[Signature] 8/15/16

Please complete, sign, and date application form and return to:

FOR OFFICE USE ONLY:
 Council District Reside In: _____
 Registered Voter: Y N Since: _____
 Utility Customer: Y N

City Recorder
 414 E. First Street
 Newberg, OR 97132
 Fax: 503-537-5013 • Office: 503-537-1283

FOR OFFICE USE ONLY:
 Appointed: Y N Date: _____
 Original Appt. Date: _____
 Date Left: _____



RECEIVED
AUG 10 2016
BY: SR

APPLICATION FOR
CITY COUNCIL, COMMISSIONS, COMMITTEES & ADVISORY BOARDS

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| <input checked="" type="checkbox"/> Library Advisory Board | 3 rd Thursday, 7 pm | <input type="checkbox"/> Other: | |

NAME: Amelia "Amy" Ouellette
 RESIDENCE ADDRESS: 33720 NE Kramlen Rd.
 MAILING ADDRESS: Newberg, OR
 EMAIL: 97132

HOMEPHONE: 503-577-4198
 BUSINESS PHONE: 503-854-4960 *after 8/25/16*
 EMPLOYER: Newberg School District
 OCCUPATION: Speech-Language Pathologist

Years living in Newberg? 27 *as an adult* Live in City limits? no Are you a registered voter? yes Are you a city employee? no
 How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Good", "Fair" or "Poor" performance? I see that the city has been discussing fair wages for employees, road maintenance and what to do with Touchson fountain. I would suggest that the city move beyond talking to doing. I would like to see the city using its →

Why are you interested in serving on the Council/Committee/Commission/Board? I currently have time and desire to serve and "give back" to my community. Since I enjoy the library and visit often, that seems like a good place to be involved.

What qualifications, skills, or experiences would you bring to the Council/Committee/Commission/Board? I have 20 years of experience working ~~as~~ as part of a group through my job. I am a graduate of the Ford Leadership Training, we finished in 4/2014.

What contributions do you feel you can make to the Council/Committee/Commission/Board? I can contribute the perspective of a library patron who does not live in the city limits. Also that of an employed community member, and that of a parent.

Previous/current appointed or elected offices: none
 Previous/current community affiliations or activities: volunteer with Rotary - Ford Leadership Training - Sunday School teacher

If not appointed at this time, may we keep your name on file? Yes No

Signature: Amelia Ouellette Date: 8/6/2016
 I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

Please complete, sign, and date application form and return to:

FOR OFFICE USE ONLY:
 Council District Reside In: _____
 Registered Voter: Y ___ N ___ Since: _____
 Utility Customer: Y ___ N ___

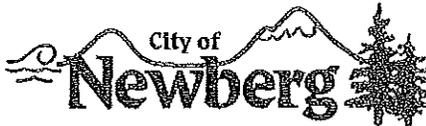
City Recorder
 414 E. First Street
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 cityrecorder@newbergoregon.gov

FOR OFFICE USE ONLY:
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 Original Appt. Date: _____
 Date Left: _____

Thank you -

Ouellette

new funding revenue to benefit the business and citizens of Newberg by attending to needed road repair/maintenance, prepare infra-structure for upcoming changes resulting from the by-pass, and general future expansion, build pleasant public bathrooms downtown, open the library on Mondays - and make 1st street more pedestrian friendly. It would also be nice to have grants available for businesses that will encourage tourism - such as a bike-rental facility, more ~~and~~ food carts, outdoor art, a chamber of commerce & visitors information center that is open on weekends and holidays - when tourists visit the City.



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AUG 04 2016
BY: SR

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| <input checked="" type="checkbox"/> Library Advisory Board | 3 rd Thursday, 7 pm | <input type="checkbox"/> Other: _____ | |

NAME: Corinne Waterbury HOME PHONE: 503 997 2048
 RESIDENCE ADDRESS: 32695 NE Old Forest Mt Rd BUSINESS PHONE: 503 538 2748
 ADDRESS: Newberg OR 97132
 MAILING ADDRESS: same EMPLOYER: SELF
 EMAIL: CAWATER@MSU.COM OCCUPATION/PROFESSION: TRAVEL CONSULTANT

Years living in Newberg? 8 Live in City limits? NO Are you a registered voter? yes Are you a city employee? NO
 How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Good", "Fair" or "Poor" performance? City overall has had some personnel issues. Leaders seem to lack vision - but not sure what that has to do with Library board.

Why are you interested in serving on the Council/Committee/Commission/Board? I am passionate about promoting literacy + library usage + visibility. We are financial supporters + I want to help ensure a vibrant + successful library.

What qualifications, skills, or experiences would you bring to the Council/Committee/Commission/Board? See below: former news reporter, film + video producer, analytical skills.

What contributions do you feel you can make to the Council/Committee/Commission/Board? experience in fund raising, P.R. excellent writing skills, project management: visioning for future growth.

Previous/current appointed or elected offices: Board: Atlantic St. Ctr. (Seattle) Pres. bod of ->

Previous/current community affiliations or activities: Solo Optimist, Chamber of Commerce, CASA

If not appointed at this time, may we keep your name on file? Yes No
 Signature: Corinne Waterbury Date: 8.2.16
 I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

Please complete, sign, and date application form and return to:

FOR OFFICE USE ONLY:
 Council District Reside In: _____
 Registered Voter: Y__ N__ Since: _____
 Utility Customer: Y__ N__

City Recorder
 414 E. First Street
 Newberg, OR 97132
 Fax: 503-537-5013 • Office: 503-537-1283
 cityrecorder@newbergoregon.gov

FOR OFFICE USE ONLY:
 Appointed: Y__ N__ Date: _____
 Original Appt. Date: _____
 Date Left: _____

Waterbury

Seattle IVA (International Television Assoc.)
Financial supporters of CYFS, Love MC,
our church etc.



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AUG 03 2016
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CITY COUNCIL, COMMISSIONS, COMMITTEES & ADVISORY BOARDS**

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| <u>1</u> <input type="checkbox"/> Library Advisory Board | 3 rd Thursday, 7 pm | <input type="checkbox"/> Other: _____ | |

NAME: Patricia C Watson HOME PHONE: 503 537-9191
 RESIDENCE ADDRESS: 418 S. School St, Newberg, OR 97132 BUSINESS PHONE: 803 538 0505
 MAILING ADDRESS: 3302 Portland Rd, Newberg, OR 97132 EMPLOYER: Aero Lock & Safe, Inc
 OCCUPATION/PROFESSION: Locksmith
 EMAIL: aerolocksafe@yahoo.com

Years living in Newberg? 3 Live in City limits? 3 Are you a registered voter? yes Are you a city employee? no
 How would you currently rate City's performance? Excellent Good Fair Poor

What ideas do you have for improving "Good", "Fair" or "Poor" performance? I am comparing the way this city is run as opposed to the way some other cities, I have lived in, have been run. This city and it's council seems (and I am not an expert) to care for it's constituents and do a lot to try to bring business and prosperity to Newberg. I have not had a lot of time to study this city but from what I've seen...you folks are doing OK.

Why are you interested in serving on the Council/Committee/Commission/Board? I am always looking out for some way to help out and I have helped where I could. Brews and BBQs, Tunes on Tuesday (2 years) and Habitat for Humanity (lunches). We own a business in Newberg and are getting busier so I can now only arrange time to volunteer sparingly. This could be a way for me to give back to this community that has helped us grow.

What qualifications, skills, or experiences would you bring to the Council/Committee/Commission/Board? I would bring my common sense, my ability to reason and accept others' opinions without rancor. I bring the professionalism of business and the freshness of never having served on a board before. I can walk in with an openness of mind and heart that has had 50 years of budgeting my finances, my businesses, making mistakes and correcting them.

What contributions do you feel you can make to the Council/Committee/Commission/Board? I would bring a fresh pair of eyes, my own experience as a person in business, honesty, common sense, discretion, an eagerness to learn what the Library or the City needs to help make the right decisions for them and this community. I am an independent thinker and I'm a pretty good collaborator with a very good sense of right and wrong.

Previous/current appointed or elected offices: None

Previous/current community affiliations or activities: None

If not appointed at this time, may we keep your name on file? Yes No

Signature: Patricia C. Watson Date: 8/3/16
 I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

Please complete, sign, and date application form and return to:

FOR OFFICE USE ONLY:
 Council District Reside In: _____
 Registered Voter: Y N Since: _____
 Utility Customer: Y N

City Recorder
 414 E. First Street
 Newberg, OR 97132
 Fax: 503-537-5013 • Office: 503-537-1283
 cityrecorder@newbergoregon.gov

FOR OFFICE USE ONLY:
 Appointed: Y N Date: _____
 Original Appt. Date: _____
 Date Left: _____

GARecorderBoardsApplicationsGeneral Application Update 2014-0314.doc



REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: September 6th, 2016

Order ___ No.	Ordinance ___ No.	Resolution <u>XX</u> No. 2016-3336	Motion ___	Information ___
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SUBJECT: Authorize the City Manager to approve the purchase of two (2) replacement vehicles for the Newberg-Dundee Police Department

Contact Person (Preparer) for this Motion: Jeff Kosmicki – Police Captain
Dept.: Police
File No.:

RECOMMENDATION:

Adopt **Resolution No. 2016-3336** authorizing the City Manager to approve the purchase of two (2) new 2017 Ford Police Interceptor Utility vehicles from Landmark Ford in Tigard 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 Ford police vehicles is currently awarded to Landmark Ford, Tigard; Gresham Ford; Gresham, and Power Ford Lincoln, Newport. Due to proximity, the Police Department and City of Newberg opted to purchase the vehicles from Landmark Ford under the State bid. The vehicles will be ordered from Landmark Ford and are base priced at \$26,852 per vehicle. Additional factory electrical and lighting options will also need to be purchased with each vehicle to make the subsequent up fit of police equipment less costly. Landmark Ford has agreed to sell these vehicles, with additional options, to the City of Newberg for the price of \$30,188 each.

FISCAL IMPACT: Purchase will be made via funds already set aside for this fiscal year. Replacement of police vehicles has been budgeted under account number 32-2110-610000 (Vehicle Replacement).

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



RESOLUTION No. 2016-3336

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

RECITALS:

1. The Newberg-Dundee Police Department is finding it necessary to replace two patrol vehicles. Repair and maintenance costs of older, high mileage vehicles 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 Landmark Ford. The bid to purchase the vehicles is complete and will comply with ORS Chapter 279 and the City of Newberg Purchasing Manual.
3. The final costs to purchase both vehicles is \$60,376. Funding to purchase these vehicles is budgeted under the Vehicle Replacement Account of the police department; 32-2110-610000.

THE CITY OF NEWBERG RESOLVES AS FOLLOWS:

The City Council, acting as the Contract Review Board for the City, does hereby authorize the City Manager to approve the purchase of (2) new 2017 Ford Police Interceptor Utility vehicles for a total purchase price of \$60,376.

- **EFFECTIVE DATE** of this resolution is the day after the adoption date, which is: September 7, 2016.

ADOPTED by the City Council of the City of Newberg, Oregon, this 6th day of September, 2016.

Sue Ryan, City Recorder

ATTEST by the Mayor this _____ day of September, 2016.

Bob Andrews, Mayor

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: September 6, 2016

Order ___ Ordinance XX Resolution ___ Motion ___ Information ___
No. No. 2016-2808 No.

**SUBJECT: An Ordinance, 2016-2808, Repealing
Newberg Municipal Code Section 10.20.050
Regarding Volunteer Bicycle Registration**

**Contact Person (Preparer) for this
Motion: Truman A. Stone
Dept.: Legal
File No.:**

HEARING TYPE: LEGISLATIVE QUASI-JUDICIAL NOT APPLICABLE

RECOMMENDATION:

Adopt Ordinance No. 2016-2808 which repeals Newberg Municipal Code Section 10.20.050 pertaining to voluntary bicycle registration.

EXECUTIVE SUMMARY:

1. Newberg Municipal Code 10.20.050 adopted November 4, 1998 by Ordinance 98-2500 makes provisions for voluntary registration of bicycles within the city limits of Newberg by the Newberg Police Department. The program was initiated to assist in the prevention and recovery of lost/stolen bicycles.
2. The bicycle registration program was discontinued approximately three years ago. Since that time, the police department has been referring bike owners to a national bike registry program. The reasons are as follows:
 - A) There is no means under the local program to effectively track the registered bicycles once they are sold or given away by the original owner.
 - B) Bicycle owners and law enforcement may utilize the National Bike Registry (NBR) program (www.nationalbikeregistry.com) to register, transfer and track bicycle ownership as well as recover stolen bicycles. Persons may flag their bikes as stolen to assist law enforcement with identification.
 - C) NBR is a well-known and low-cost national program. Persons can register a bike for 10 years for \$10 and 30 years for \$25. Law enforcement from every state of the United States belong to the organization.
 - D) Newberg/Dundee Police Department, a registered participant in the program, believes that directing the public to NBR is more effective than providing a local program.
3. The request to repeal this ordinance is brought forth as part of the ongoing update/clean-up efforts of the Newberg Municipal Code.

FISCAL IMPACT: None measured.

STRATEGIC ASSESSMENT: Not applicable.



ORDINANCE No. 2016-2808

**AN ORDINANCE REPEALING NEWBERG MUNICIPAL CODE SECTION
10.20.050 REGARDING THE VOLUNTARY BICYCLE REGISTRATION
PROGRAM**

RECITALS:

1. Newberg Municipal Code 10.20.050 was adopted November 4, 1998 by Ordinance 98-2500 and makes provisions for voluntary registration of bicycles within the city limits of Newberg by the police department. The purpose of this program was prevention and recovery of lost/stolen bicycles.
2. The bicycle registration program was discontinued approximately three years ago. Since that time, the police department has referred bike owners to a national bike registry program. The reasons are as follows:
 - A) There is no means under the local program to effectively track the registered bicycles once they are sold or given away by the original owner.
 - B) Bicycle owners and law enforcement may utilize the National Bike Registry (NBR) program (www.nationalbikeregistry.com) to register, transfer and track bicycle ownership as well as recover stolen bicycles. Persons may flag their bikes as stolen to assist law enforcement with identification.
 - C) National Bike Registry (NBR) is a well-known and low-cost national program. Law enforcement from every state of the United States belong to the organization.
 - D) Newberg/Dundee Police Department, a registered participant in the program, believes that directing the public to NBR is more effective than providing a local program.

THE CITY OF NEWBERG ORDAINS AS FOLLOWS:

Section 1. Section 10.20.050, Registration, is repealed.

- **EFFECTIVE DATE** of this ordinance is 30 days after the adoption date, which is: October 6, 2016.

ADOPTED by the City Council of the City of Newberg, Oregon, this 6th day of September, 2016, by the following votes: **AYE:** **NAY:** **ABSENT:** **ABSTAIN:**

Sue Ryan, City Recorder

ATTEST by the Mayor this _____ day of _____, 2016.

Bob Andrews, Mayor

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: August 1, 2016

Order ___ No.	Ordinance ___ No.	Resolution ___ No.	Motion ___	Information <u>XX</u>
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SUBJECT: Non-Potable Water System Expansion

**Contact Person (Preparer) for this
Motion: Kaaren Hofmann, PE, City Engineer
Dept.: Engineering Services
File No.:**

EXECUTIVE SUMMARY:

The original purpose of evaluating and then constructing a non-potable water system in the City was to reduce the demand for potable water usage for irrigation and other non-drinking water needs.

The non-potable water system consists of Otis Springs and the Class A ‘recycled’ water produced at the Wastewater Treatment Plant (WWTP). This water can be used for irrigation in most situations and for industrial uses. The existing plant is capable of producing 1 million gallons per day and Otis Springs can currently produce approximately 0.5 million gallons per day. Although the ‘recycled’ water system is noted on our DEQ permit, we do not need to run the system to meet our DEQ Wastewater discharge permit requirements at this time.

There have been a lot of questions raised over the last year about the non-potable water system. Therefore, the Engineering Services Department requested that our consultant for the Water Master Plan update take a closer look at the non-potable system.

Murray, Smith & Associates is approximately three-quarters of the way through this work. Staff wanted to bring these preliminary findings to Council for review and feedback.

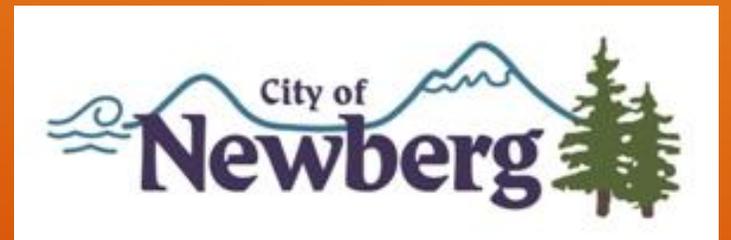
FISCAL IMPACT:

Today the rates charged for the non-potable system pay for the operation and maintenance costs and a portion of the capital construction costs.

To implement this plan, the capital projects will need to be included in the City’s Water Master Plan and Wastewater Master Plan to evaluate future SDCs. The rates will also need to be modified to include these projects.

NON-POTABLE WATER SYSTEM EXPANSION

Council Business Meeting
September 6, 2016



WHY ARE WE HERE?

- ▶ Currently updating the City's Water Master Plan.
- ▶ The non-potable water system is a small part of the overall City water system and needs to be included in the master planning process.
- ▶ The original purpose for the non-potable water system was to reduce the demand for potable water for irrigation and other uses. At that time the potable water system was running near capacity.
- ▶ The non-potable water system has two components – Otis Springs and the Recycled System.

OTIS SPRINGS

- ▶ Located in the NE – near Rex Hill Winery
- ▶ Provides approximately 0.3-0.5 mgd
- ▶ Water rights for 2.4 mgd
- ▶ It is non-potable because it is not treated
- ▶ It is not tied to our recycled system or discharge permit
- ▶ An important component of our non-potable water system



RECYCLED (REUSE) SYSTEM



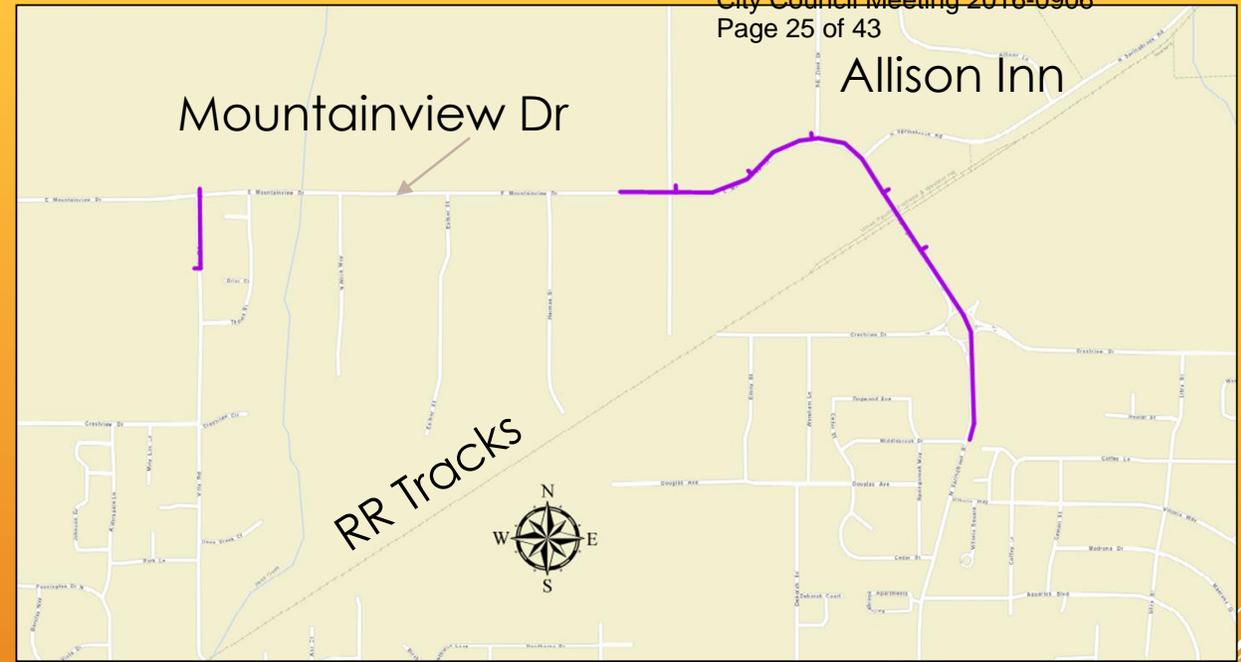
- ▶ Located at the Wastewater Treatment Plant
- ▶ Currently produces 1 mgd – could be increased to 2 mgd
- ▶ Tied to our wastewater discharge permit but not required by the permit
- ▶ Regulations are tied to the use of this system
- ▶ An important component of our non-potable system
- ▶ Reduces summertime discharge from the plant into the river

REGULATIONS FOR USE OF RECYCLED WATER

- ▶ Recycled Water can be used for:
 - ▶ Irrigation for any agricultural or horticultural use;
 - ▶ Landscape irrigation of parks, playgrounds, school yards, residential landscapes, or other landscapes accessible to the public;
 - ▶ Commercial car washing or fountains not intended for human consumption;
 - ▶ Water supply source for nonrestricted recreational impoundments; and
 - ▶ Stand-alone fire suppression systems, non-residential toilet or urinal flushing
- ▶ When used:
 - ▶ Monitoring must occur hourly for turbidity and daily for total coliforms
 - ▶ Must not be sprayed onto an area where food is being prepared or served
 - ▶ Signs must be posted at the use area indicating that recycled water is used and is not safe for drinking



**City of Newberg
Non-Potable Water System Map
WWTP Reuse System & Otis Spring**
1/14/2016



This pipe is currently not hooked up to a source.

EXISTING PIPE & SYSTEM

COSTS OF EXISTING SYSTEM

- ▶ Recycled Water System
 - ▶ Initial Loan Amount was \$8,230,632
 - ▶ Construction Cost was \$ 6,600,000
 - ▶ Current Loan Balance is \$6,069,477
 - ▶ Final payment is set for first half of 2028
 - ▶ Currently being paid by:
 - ▶ Wastewater SDC 72.6%
 - ▶ Water SDC & Rates 27.4%
- ▶ Otis Springs
 - ▶ Pipe Extension Cost was \$350,000
- ▶ Annual O & M Costs for both facilities= \$97,357

WATER ALLOCATIONS AND DEMANDS

	Non-Potable Water	Potable Water
Water Available	1.5 mgd	8.0 mgd
Existing Water Demands	0.30-0.60 mgd	2.4-4.8 mgd
Potential Future Demands	0.60 mgd	1.5-3.0 mgd
Total Demands	1.20 mgd	3.9-7.8 mgd

QUESTION TO ANSWER

- ▶ SHOULD AN EXPANSION OF THE NON-POTABLE SYSTEM BE INCLUDED IN THE CITY'S WATER MASTER PLAN?
 - ▶ Option A – Do Nothing
 - ▶ Option B – Northerly Expansion of Otis Springs, Future use of the Recycled System
 - ▶ Option C – Full Expansion of the Non-Potable System

TOP IRRIGATION USERS

(CURRENTLY USING POTABLE WATER)

- ▶ 31 Sites use over 450,000 gallons each of irrigation water per year or 0.6 mgd total during the irrigation season
- ▶ Most of the sites are in the east and north portions of the City
- ▶ Non-potable (purple) pipe is not stubbed to individual properties in The Greens – the golf course irrigation system is nearby but is a private system

OTHER CONSIDERATIONS

- ▶ No requirement for property owners to connect to the non-potable system
- ▶ Would require all existing irrigation customers to construct major changes to their site to utilize this water – non-potable water cannot be mixed with potable water (new pipes & meters)
- ▶ Any future year round user is probably limited to the Riverfront Area or until such time as a urban growth boundary expansion is completed

OPTION A: DO NOTHING

- ▶ CPRD continues to be served by the Non-potable System
 - ▶ Future users in the vicinity of the existing pipes may connect over time.
- 
- A decorative graphic consisting of several parallel white lines of varying lengths, slanted diagonally from the bottom right towards the top right, located in the lower right quadrant of the slide.

OPTION A: DO NOTHING

PUBLIC COSTS AND REVENUES

Assuming 2017 monthly water rates for volume of \$6.96/ccf for irrigation and \$2.51/ccf for non-potable water

- ▶ Estimated Revenue = \$ 574,751.82
- ▶ No additional capital costs are incurred
- ▶ Debt Service is paid per today's model

OPTION B: EXPAND OTIS SPRINGS, FUTURE USE OF RECYCLED SYSTEM

- ▶ Expand Otis Springs to serve new development on north end of the City
- ▶ Springbrook Master Plan will need approx. 0.14 mgd to serve the proposed parks and open space in this area
- ▶ Existing irrigation customers may connect to the system using 0.08 mgd
- ▶ Utilize recycled system for Riverfront MP area & continue to serve Golf Course

OPTION B: EXPAND OTIS SPRINGS, FUTURE USE OF RECYCLED SYSTEM PUBLIC COSTS AND REVENUES

Assuming 2017 monthly water rates for volume of \$6.96/ccf for irrigation and \$2.51/ccf for non-potable water

	Segment A	Segment B	Segment C
Pipe Costs	\$1,350,000	\$1,050,000	\$900,000
Pumping Costs	\$400,000	na	na
Total	\$1,750,000	\$1,050,000	\$900,000

▶ Loss of revenue from existing users = \$85,663

OPTION C: FULL EXPANSION

User Ranking	Owner
1	CHEHALEM GLENN GOLF COURSE, RECYCLED WATER SOURCE CHEHALEM GLENN GOLF COURSE, OTIS SPRINGS SOURCE
2	BPM HOA MANAGEMENT
3	GEORGE FOX UNIVERSITY
4	NEWBERG S.D. / NEWBERG HIGHSCHOOL
5	CHEHALEM PARK & REC / DARNELL WRIGHT SOFTBALL COMPLEX.
6	FRIENDSVIEW MANOR
7	HAZELDEN BETTY FORD FOUNDATION
8	EMERITUS LIVING
9	ARBOR OAKS MEMORY CARE
10	NEWBERG S.D. / JOAN AUSTIN ELEMENTARY
11	NEWBERG S.D. / CHEHALEM VALLEY MIDDLE SCH
12	NEWBERG S.D. / MT VIEW MID SCHOOL
13	ALLISON INN AND SPA
14	CHEHALEM PARK & REC / J J AQUITH FIELDS
15	FRED MEYER
16	PGE
17	OAKMEADOWS @ NEWBERG
18	VITTORIA SQUARE
19	NEWBERG S.D. / EDWARDS ELEMENTARY
20	WERTHFAMILY, LLC
21	OAKMEADOWS @ NEWBERG
22	THE GREENS @ FERNWOOD RD, NW CORNER @ WTR FOUNTAIN
23	CANYON RIDGE APT
24	PARR LUMBER
25	NO ADDRESS FOR METER
26	NO ADDRESS FOR METER
27	NO ADDRESS FOR METER
28	SPRINGBROOK APARTMENTS
29	CHEHALEM PARK AND REC / REC CENTER
30	WERTHFAMILY, LLC
31	A-DEC

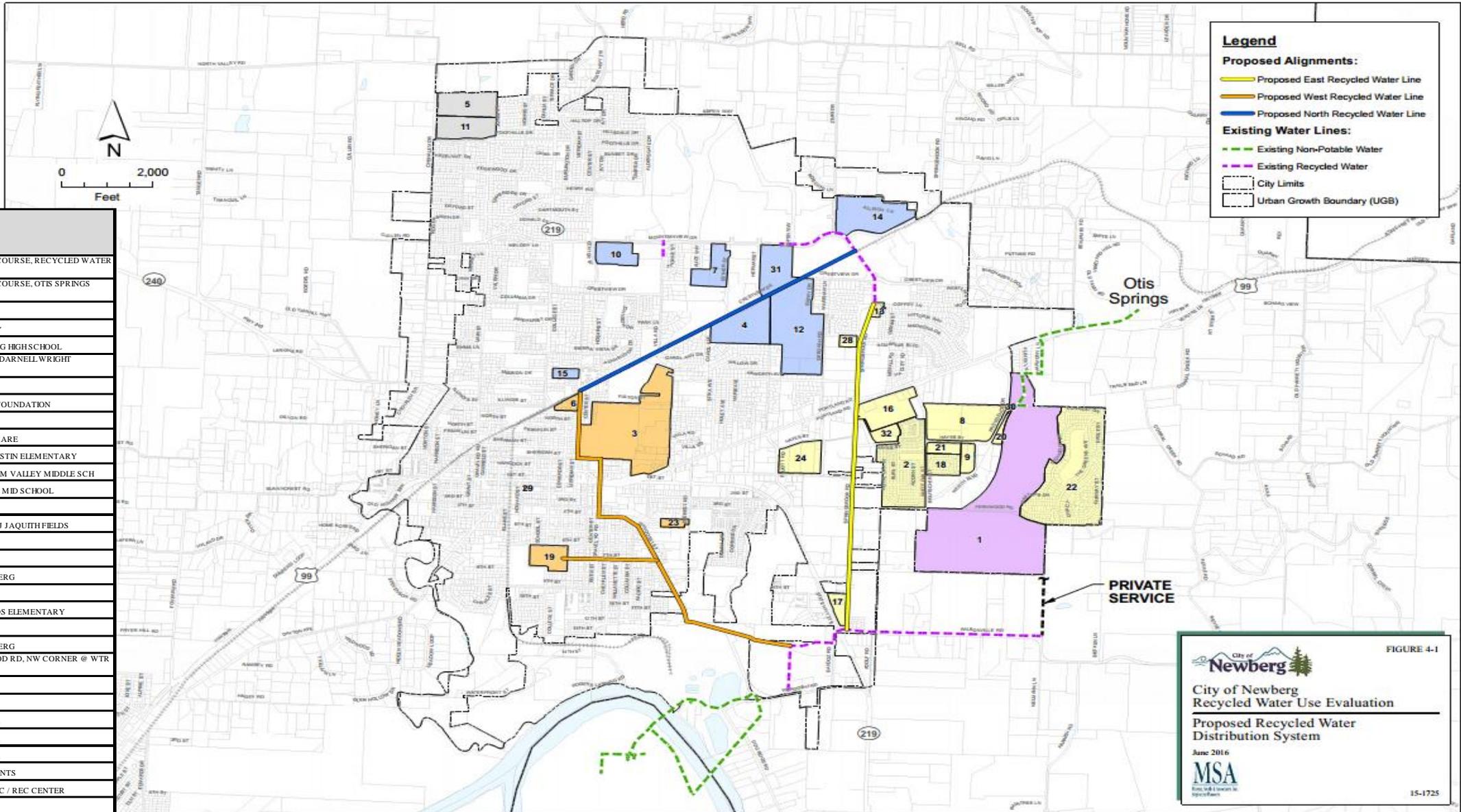


FIGURE 4-1
City of Newberg
Recycled Water Use Evaluation
Proposed Recycled Water
Distribution System
June 2016
MSA
15-1725

OPTION C: FULL EXPANSION

PUBLIC COSTS

	Yellow Line	Orange Line	Blue Line*
Pipe Costs	\$2,745,000	\$3,660,000	\$2,745,000
Storage Costs**	\$1,000,000	\$1,000,000	na
Pumping Costs**	\$400,000	\$400,000	na
Total	\$4,145,000	\$5,060,000	\$2,745,000

*Blue line requires either Yellow or Orange Line to be constructed first

**Storage and pumping costs are only required once but would be required for either.

Future Costs will include 2nd bank of filters at a cost of \$1,000,000.

OPTION C: FULL EXPANSION

REVENUES

Assuming 2017 monthly water rates for volume of \$6.96/ccf for irrigation and \$2.51/ccf for non-potable water

- ▶ Converting 24 existing irrigation customers = \$329,027 in yearly revenue
- ▶ This is a net loss of almost \$250,000/year

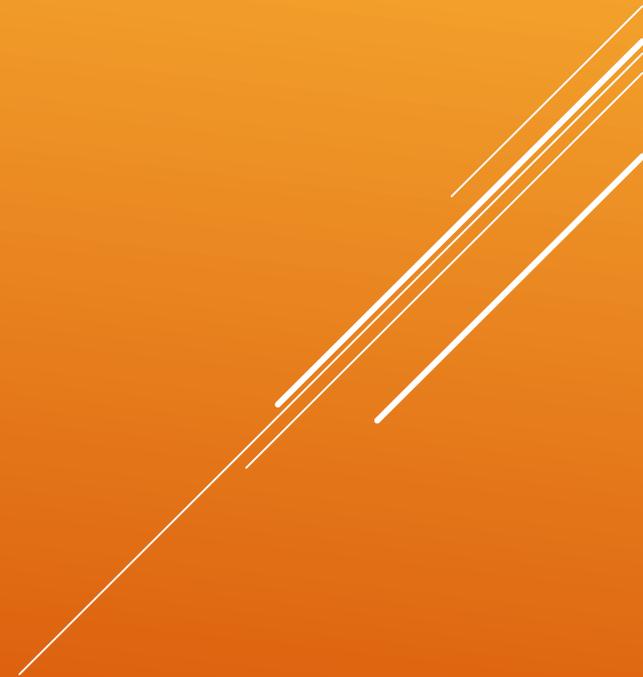
ALTERNATIVE FOR OPTION C

- ▶ This permutation would eliminate the yellow line in Springbrook and instead utilize the existing CPRD purple pipe.
 - ▶ Requires negotiation with CPRD to acquire this pipe and public easements.
- ▶ The estimated costs would be approximately \$1,200,000 less than Option C.
- ▶ There are less possible users of this line (21 vs 23).
- ▶ The loss of revenue if those 21 users switched over to the non-potable system is less than in Option C.

SUMMARY

OPTIONS	CAPITALCOST/GALLON	LOSS OF REVENUE
OPTION A: DO NOTHING	\$0	\$0
OPTION B: OTIS SPRINGS (existing and new customers)	\$0.07	\$85,633
OPTION B: OTIS SPRINGS (new customers only)	\$26.43	\$0
OPTION C: FULL EXPANSION (existing and new customers)	\$0.14	\$245,672
OPTION C: FULL EXPANSION (new customers only)	\$75.36	\$0
OPTION C1	\$0.13	\$178,120

QUESTIONS?



RECOMMENDATION

- ▶ Staff recommends Option B –
 - ▶ This provides for an expansion of the Non-Potable System with the least upfront costs and loss of revenue
 - ▶ This also provides for the continued use of the Recycled System for the Golf Course and possible future users
 - ▶ This option also potentially reduces peak summertime potable water demands by 0.22 mgd