

City of Newberg

City Council Meeting Minutes

August 4, 2025

Call to Order

Mayor Rosacker called the meeting to order at 6:00 PM.

Roll Call

Present: Councilor McBride, Councilor Wheatley, Councilor Yarnell Holloman, Mayor Rosacker, Councilor Torgesen, Councilor Carmen

Absent: Councilor Kilburg

Pledge of Allegiance

The Pledge of Allegiance was recited.

City Manager Report

July Narrative Report

The City Manager presented the July report highlighting several key developments:

- Capital Engineering: Keller Associates initiated smoke testing to identify cross connections between sanitary sewer and storm systems
- Road maintenance projects were completed including Mountain View (100% crack sealed), East Fulton grinding and inlay repairs
- The city was awarded \$225,000 to outfit two patrol pickup trucks as new drone vehicles
- National Night Out was scheduled for August 5th at Memorial Park
- A grant writer/digital archivist was added to the City Recorder team, working on finance records overhaul
- Community engagement continued with communication about transportation utility fee funded projects
- The interim finance audit was completed with auditors returning in October
- Court modernization efforts included electronic docketing and DMV connections
- Community development reported on several development activities in progress
- The library reported multiple successful summer programs and high new card registrations
- Public Works continued with emergency readiness and safety committee updates
- Water demand was reported 12% higher than the previous five years, reaching 4 million gallons per day (with maximum capacity at 5.5 million)

Mayor Rosacker noted the positive community response to road repairs.

Public Comments

Sonda Martin addressed concerns about the award of CET funds to the Spark program, questioning the council's decision to ignore threshold criteria in favor of a program advocated by the mayor. She raised questions about potential conflicts of interest, income qualification requirements, and the program's ability to deliver affordable housing.

Public Hearing

Economic Opportunities Analysis

Planner James Dingwall presented the Economic Opportunities Analysis (EOA), case file CPT-8-22-0002, which examines the city's projected employment growth and land needs over a 20-year planning period. The analysis was conducted between 2018-2021, accepted by council in 2021, and the Planning Commission recommended approval in 2022.

Public testimony was received from Jim Talt, who noted several errors in the EOA, particularly regarding land classifications that had changed since the analysis was conducted. He pointed out that some commercial residential land had been rezoned to high-density residential, and some commercial land had been developed as residential.

After discussion, council determined that while there were outdated elements in the analysis, the document was still valuable as a snapshot in time. Staff clarified that when the city would make an actual UGB request, the data would be updated at that point. The primary focus of the EOA is on industrial land needs, which remain valid.

Motion: Councilor Yarnell Holloman moved to adopt Ordinance 2025-2936 by title only and waive the second reading. Councilor Wheatley seconded the motion.

McBride voted no. Wheatley, Yarnell Holloman, Rosacker, Turgeson, and Carmen voted yes. Kilburg was absent.

Vacation Rental Home Regulations

Planner James Dingwall presented updates to the vacation rental home policy, continuing the public hearing from July 7. The key discussion centered on the "one-time burn" provision, which would allow conditional use permits issued prior to September 3, 2025, to transfer one time to a subsequent owner.

Public testimony was received from Robert Soppe, who read testimony from Kurt Johnson expressing concerns about vacation rentals sitting empty for portions of the year and the change in the approval process. Soppe also stated that ten citizens had submitted written testimony sharing concerns about density caps and the change from conditional use to special use permits. Sonda Martin testified regarding concerns about the potential concentration of vacation rentals in neighborhoods and the impact on community livability.

City Attorney James recommended proceeding with the one-time burn provision, noting it was more of a policy decision than a legal one.

After discussion about the one-time burn provision and future density caps, council determined to proceed with the ordinance and revisit the density cap issue within a year.

Motion: Councilor Yarnell Holloman moved to amend section 15.445.330 subsection G, to reflect a date of September 3, 2025. Mayor Rosacker seconded.

The motion passed with the following votes:

- Councilor McBride: Yes
- Councilor Wheatley: Yes
- Councilor Yarnell Holloman: Yes
- Mayor Rosacker: Yes
- Councilor Turgeson: Yes
- Councilor Carmen: Yes

Motion: Councilor Yarnell Holloman moved to adopt Ordinance 2025-2935 with the one-time burn in section 15.445.330 subsection G, read by title only, and waive the second reading. Mayor Rosacker seconded.

The motion passed with the following votes:

- Councilor McBride: Yes
- Councilor Wheatley: Yes
- Councilor Yarnell Holloman: Yes
- Mayor Rosacker: Yes
- Councilor Torgesen: Yes
- Councilor Carmen: No

Continued Business

Update and Direction on SB 1537 Urban Growth Boundary

James Dingwall presented an update on the Senate Bill 1537 urban growth boundary expansion options. Staff had sent letters to adjacent property owners and received interest from multiple owners with sites ranging from 5-10 acres to 80+ acres.

Public testimony was received from Brian Bellairs, who owns 60 acres adjacent to the urban growth boundary on Corral Creek that could be developed for affordable housing. Mike Connors (via Zoom), representing property owners with approximately 80 acres near Providence Newberg Medical Center, also expressed support for the formal solicitation process.

Staff recommended conducting a formal solicitation for SB 1537 one-time UGB expansion sites, noting the city is eligible for this expansion through 2026.

Motion: Councilor McBride moved to direct staff to move forward and start collecting applications to see if they meet the criteria. Councilor Wheatley seconded. The motion passed unanimously.

- Councilor McBride: Yes
- Councilor Wheatley: Yes
- Councilor Yarnell Holloman: Yes
- Mayor Rosacker: Yes
- Councilor Torgesen: Yes
- Councilor Carmen: Yes

Motion to Approve the Inflow and Infiltration Study

The City Manager requested approval to initiate the next inflow and infiltration (I&I) study with Keller Associates. The purpose is to develop targets for future I&I repairs, update CCTV sections for sanitary lines, and make recommendations for the next wave of lateral replacements. The cost is \$167,355, which is budgeted.

Motion: Councilor Carmen moved that Keller Engineering be authorized to initiate the next I&I research and study for a cost of \$167,355. Councilor Yarnell Holloman seconded. The motion passed unanimously.

- Councilor McBride: Yes
- Councilor Wheatley: Yes
- Councilor Yarnell Holloman: Yes
- Mayor Rosacker: Yes
- Councilor Torgesen: Yes
- Councilor Carmen: Yes

Council Rules Discussion

City Recorder Rachel Thomas presented suggested updates to the Council Rules. The council discussed several proposed changes:

1. Adding language requiring written explanations if agenda items are denied, with the ability for two councilors to place an item on the agenda - Council supported this addition
2. Allowing work sessions to be called by the presiding officer, three council members, city manager, or city attorney - Council supported this addition
3. Setting a meeting time limit of 10 PM, requiring a vote to continue - Council supported this addition
4. Prohibiting cell phone use during meetings - Council did not support this restriction due to personal and professional responsibilities

The council also reviewed new outlines and scripts that would make it easier to follow proper procedures during meetings.

Motion: Councilor Carmen moved to direct staff to proceed with the legal review of the draft council rules with the amendments as discussed. Councilor Yarnell-Hollamon seconded. The motion passed unanimously.

- Councilor McBride: Yes
- Councilor Wheatley: Yes
- Councilor Yarnell Holloman: Yes
- Mayor Rosacker: Yes
- Councilor Torgesen: Yes
- Councilor Carmen: Yes

Adjournment

The meeting was adjourned at 8:17pm.



Rachel Thomas, City Recorder

Attested By:



Bill Rosacker, Mayor