

# City of Newberg

## City Council Meeting Minutes

### July 7, 2025

#### **Call to Order**

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

#### **Roll Call**

City Recorder Rachel Thomas conducted a roll call.

All councilors were present: Councilor McBride, Councilor Wheatley, Councilor Yarnell Holloman, Councilor Kilburg, Mayor Rosacker, Councilor Torgesen, and Councilor Carmen.

Staff present: City Manager Will Worthey, City Recorder Rachel Thomas, City Attorney James Walker, Attorney Christine Taylor, Interim IT Director Dave Brooks, Public Works Director Russ Thomas, Finance Manager Kady Strode, Sue Nieto, Library Director Korie Buerkle, Chief of Police Jeff Kosmicki, Engineer Trevis Smith, Assistant Planner James Dingwall, Community Development Director Scot Siegel.

#### **Pledge of Allegiance**

The Pledge of Allegiance was recited.

#### **City Manager Report**

##### **June Narrative Report**

City Manager Worthey provided the June narrative report. He noted that ODOT would not be conducting mowing or fire abatement this summer due to budget cuts, so the city would need to handle any fire hazards along state highways.

The library's summer reading program was successful, with Armando the axolotl as the mascot. Concrete work at the library's north doors was completed, improving wheelchair accessibility.

The library meeting room was undergoing repairs.

For capital engineering projects, phase 1 of the stormwater master plan update was completed.

The West Franklin storm improvements design was 100% complete and bids were being sought.

The finance department adopted budgets, began end of fiscal year work, and attended trainings on accounting standards.

Community development held pre-application meetings on various projects. Twenty single-family home building permits were issued.

The city recorder began work on a records management policy and data retention plan. A temporary employee was onboarded to cover staff leave.

Human resources coordinated trainings, attended the CIS employer benefit renewal benefit advisory committee meeting, and onboarded 5 new employees, including one in GIS, three in

maintenance, bringing the maintenance team almost back to full strength, and one new officer in the police department.

Public Works Day was successful in engaging the community. Early signs indicated the Fulton Road repair may come in under budget. Various maintenance tasks were completed for streets, water, and wastewater systems.

The police department updated its evidence room, swore in a new officer, and participated in community events.

### **Public Comments**

A public comment was received from Buddy Cook who thanked the City for resolving the long standing issue with the abandoned property at 414 S. College street that had become a nuisance with squatters and drug dealing.

### **Continued Business**

#### **Newberg Urban Renewal Agency Intergovernmental Agreement for River Street Repair Financing**

City Manager Worthey presented a resolution to authorize an intergovernmental agreement between the City and NURA to allow for financing of the River Street improvement project. He explained that at the current rate of tax increment funding growth, it would take at least a decade before the project could begin without this financing approach. The proposed IGA would have the City secure debt that would be paid by NURA using tax increment financing. The total project cost could be up to \$12.6 million, with the City dedicating SDC revenue as well. Councilor Wheatley asked when work would begin if approved. Worthey responded that design work would start immediately if this and the next agenda item were approved.

Councilor Kilburg moved to pass Resolution 2025-3979 to facilitate the improvement of River Street in the near term. Councilor Wheatley seconded the motion.

The motion passed unanimously with the following votes in favor:

- Councilor McBride voted aye.
- Councilor Wheatley voted aye.
- Councilor Yarnell-Hollamon voted aye.
- Councilor Kilburg voted aye.
- Mayor Rosacker voted aye.
- Councilor Turgesen voted aye.
- Councilor Carmon voted aye.

#### **Motion to Approve Keller Engineering to Initiate River Street Scoping Work**

City Manager Worthey presented a proposal to approve a \$225,000 task order for Keller Engineering to begin scoping work for the River Street project. This would include traffic counts, geotechnical considerations, exploring multi-modal path options, drilling to assess subsurface conditions, verifying utility locations, and developing alternative cross-section designs. Worthey emphasized this would help avoid costly mistakes that occurred on previous projects like Elliott Road.



Councilor Carmon asked if the 10-month timeline could be shortened. Trevis Smith from Keller Engineering explained that 10 months was a realistic estimate, as many steps had to occur sequentially.

Councilor Carmon moved to approve Keller task order 2025-06-24 to initiate scoping River Street. Councilor McBride seconded the motion.

The motion passed unanimously with the following votes in favor:

- Councilor McBride voted aye.
- Councilor Wheatley voted aye.
- Councilor Yarnell-Hollamon voted aye.
- Councilor Kilburg voted aye.
- Mayor Rosacker voted aye.
- Councilor Torgesen voted aye.
- Councilor Carmon voted aye.

### **Water Treatment Plant Basin Cover Project**

City Manager Worthey presented a proposal to approve a \$911,850 contract with Cedar Mill Construction LLC to build covers over the water treatment plant basins, as mandated by the Oregon Health Authority. He explained that while the city had received extensions previously, the covers were now required. The project cost came in higher than budgeted, but other CIP projects had come in under budget to help offset the difference. Worthey noted that federal funds may become available to cover some of the cost in the future.

Councilor Wheatley moved to approve Cedar Mill Construction LLC's contract for \$911,850 to build covering structures over the water basins at the water treatment plant. Councilor Yarnell-Hollamon seconded the motion.

The motion passed unanimously with the following votes in favor:

- Mayor Rosacker voted aye.
- Councilor McBride voted aye.
- Councilor Wheatley voted aye.
- Councilor Yarnell-Hollamon voted aye.
- Councilor Kilburg voted aye.
- Councilor Torgesen voted aye.
- Councilor Carmon voted aye.

## **Public Hearing**

### **Hearing for Vacation Rental Home Regulations**

James Dingwall, Assistant Planner, presented proposed changes to the city's vacation rental home regulations. Key changes included:

- Shifting vacation rental homes to a special use in R1 and R2 zones, requiring a Type 2 permit
- Updating parking requirements to 1 space per 2 bedrooms with a minimum of 2 spaces
- Adding a 2% cap on the total number of vacation rental homes permitted in the city
- Clarifying registration requirements and penalties for non-compliance

- Requiring annual "good neighbor" notices be sent to properties within 500 feet
- Changing permits to run with the applicant rather than the land in most cases

There was extensive discussion among councilors about potentially adding density restrictions beyond the overall 2% cap. Some councilors expressed concerns about certain neighborhoods becoming overly concentrated with vacation rentals, while others felt the proposed regulations were sufficient.

Robert Soppe provided public testimony, urging the council to consider a density cap to preserve neighborhood character. He also expressed concerns about changing from conditional use to special use permits and the enforceability of local manager requirements.

After debate, the council decided to have staff bring back more information on potential density restrictions and HOA impacts at a future meeting before finalizing the regulations.

Councilor Kilburg moved to accept the changes to the Ordinance presented with the condition that staff review in 1 year and then every 2 years following. Councilor McBride seconded the motion.

A motion to amend was made by Councilor Yarnell-Hollamon who requested an amendment instructing staff to conduct proactive research on density data including HOA rules restricting short term rentals within the next year. Councilor McBride seconded the motion.

A vote was held on the amendment which passed with two no votes.

- Mayor Rosacker voted aye.
- Councilor McBride voted aye.
- Councilor Wheatley voted aye.
- Councilor Yarnell-Hollamon voted aye.
- Councilor Kilburg voted no.
- Councilor Torgesen voted aye.
- Councilor Carmon voted no.

The amendment passed and a vote was taken on the amended motion.

A vote was held on the amended motion to accept the changes presented with the condition that staff review in 1 year and then every 2 years following and instructing staff to conduct proactive research on density data including HOA rules restricting short term rentals within the next year.

The amended motion passed with one no vote.

- Mayor Rosacker voted aye.
- Councilor McBride voted aye.
- Councilor Wheatley voted aye.
- Councilor Yarnell-Hollamon voted aye.
- Councilor Kilburg voted aye.
- Councilor Torgesen voted aye.
- Councilor Carmon voted no.

## **New Business**



## **Work Session for Economic Opportunities Analysis**

James Dingwall provided an overview of the Economic Opportunities Analysis (EOA) that was completed in 2021 but still needs to be formally adopted into the comprehensive plan. The EOA

projects an increase of approximately 4,400 employees in Newberg between 2021-2041. It identified a need for 152 acres of industrial land across various site sizes, while finding an excess of 21 acres of commercial land.

James Dingwall explained that adopting the EOA into the comprehensive plan would be the next step, which could then potentially lead to an urban growth boundary amendment for employment lands. He noted adoption was tentatively planned for August, pending council direction.

## **De-Annexation Discussion**

James Dingwall and Mark Willcuts from Del Boca Vista presented a proposal to de-annex three parcels totaling about 30 acres near the bypass. The properties were annexed in 2006 but following the construction of the bypass, now have constraints that make development to city standards difficult. The proposal would involve de-annexing the land to allow county-level development, potentially including 1-3 homes on the larger parcel and possibly storage units or light industrial use on the smaller parcel.

There was discussion about the implications for the urban renewal district and potentially swapping in other land to the UGB to offset the de-annexation. While no formal action was taken, councilors generally expressed openness to exploring the proposal further if it could be paired with bringing in other developable land.

## **Executive Session**

The council adjourned to executive session pursuant to ORS 192.660(2)(e) to conduct deliberations with persons designated to negotiate real property transactions.

Upon returning from executive session:

Councilor Yarnell-Hollamon moved that the council move into real estate property negotiations away from staff and towards Miller Nash with the current offer on the table. Councilor Turgesen seconded the motion.

The motion passed unanimously.

- Mayor Rosacker voted aye.
- Councilor McBride voted aye.
- Councilor Wheatley voted aye.
- Councilor Yarnell-Hollamon voted aye.
- Councilor Kilburg voted aye.
- Councilor Turgesen voted aye.
- Councilor Carmon voted aye.

### **Adjournment**

Mayor Rosacker reminded councilors about public records implications of using personal phones during meetings. The meeting was then adjourned at 9:01pm.

  
Rachel Thomas, City Recorder

Attested By:

  
Bill Rosacker, Mayor