

City of Newberg

City Council Meeting Minutes

November 3, 2025

Call to Order

The meeting was called to order by Mayor Bill Rosacker at 6:01 pm.

Roll Call

City Recorder Rachel Thomas conducted roll call:

- Councilor Mike McBride - Present
- Councilor Robyn Wheatley - Present
- Councilor Elise Yarnell-Hollamon - Present
- Councilor Peggy Kilburg - Absent
- Mayor Bill Rosacker - Present
- Councilor Jeri Turgesen - Present
- Councilor Derek Carmen - Present

Pledge of Allegiance

Mayor Bill Rosacker led the Pledge of Allegiance.

City Manager Report

October Narrative

City Manager Worthey presented the October 2025 events report. He highlighted several community development projects including the daycare expansion at Northwest Christian Church, the UGB expansion work, and the Hayworth Springbrook Apartments (28 units) moving ahead. In community engagement, City Manager Worthey reported on volunteer committee recruitments, collaboration with finance regarding water bill customer emails, and hosting PSU students from the International City County Managers Association. City Manager Worthey recognized staff award winners including Audrey Smith (Layman Award winner), Alan McKeel (Innovator of the Year) who is utilizing AI technology for mapping, and Easton Junkin (Rookie of the Year). NDPD activities included a "Coffee with a Cop" event sponsored by Providence, downtown Newberg mixer attendance, and officer Maxfield's graduation from DPSST Academy. City Manager Worthey announced that Public Works Director Russ Thomas has notified him of his intention to retire effective March 2, 2026, after serving Newberg for over 45 years. Mayor Bill Rosacker and the council thanked Director Thomas for his service.

Public Comments

Jesse Phares-Cunningham addressed the council regarding accessibility concerns with a recent change to using computer voices to read public comments. Cunningham expressed that this decision creates barriers for disabled residents, who would have to disclose their disability to receive accommodation.

Cunningham cited Title II of the Americans with Disabilities Act, which requires public programs to be equally accessible by default, and suggested having a rotating accessibility liaison to ensure all residents' voices are treated with respect. Brandon Slyter spoke about the Sister City program with Poysdorf,

Austria, announcing an upcoming delegate trip. He invited council members to attend a meeting on November 6th at 6 PM at the Chamber of Commerce building to discuss the trip plans and logistics. Council expressed excitement about his leadership with the program.

Combined Work Session with Planning Commission

Roll Call of Planning Commission

City Recorder Thomas conducted roll call of the Planning Commission:

- Commissioner Randy Rickert - Absent
- Commissioner Jason Dale - Present
- Commissioner Kayla Maverick - Absent
- Commissioner Kriss Wright - Present (online)
- Commissioner Linda Newton Curtis - Absent
- Commissioner Matthew Mansfield - Present
- Commissioner Jose Villalpando - Present

Curb Tight Sidewalks Cross Sections Discussion

City Manager Worthey introduced the discussion, explaining that while no ORS or OAR prevents curb tight sidewalks in Oregon, DEQ and City design standards require a certain level of treatment prior to discharging stormwater into the system. Trevis Smith from Keller Associates, acting city engineer, presented with colleagues TJ Santani and Ryan Retzlaff. Smith explained that there are no specific code requirements that mandate planter strips, but curb tight construction creates challenges for stormwater management. He outlined two methods for stormwater treatment: localized treatment in planters or discharge to a regional water quality treatment facility. Smith detailed several disadvantages of curb tight sidewalks, including complications with grading, constructability, and maintenance. He also noted that planter strips provide safety features like buffers between pedestrians and vehicles, space for street trees that provide shade, and room for lighting and street furniture. TJ Santani clarified that after an initial presentation, there were questions about why no curb tight option was included in the proposal. He stated that their recommendation was that separated sidewalks offer more advantages than curb tight sidewalks when considering stormwater management, streetscape design, ADA compliance, and safety. Commissioner Mansfield asked if space limitation was the only advantage of curb tight sidewalks. Santani confirmed that in tight space conditions there can be an advantage, but stormwater challenges would remain. Commissioner Mansfield also raised concerns about the process for developers to request exceptions, noting that requiring a conditional use permit might discourage builders from pursuing such options. City Manager Worthey clarified that their recommendation would be to leave the curb tight option as a design exception rather than including it in the standard cross sections. Mayor Rosacker expressed concern about tree roots damaging sidewalks and questioned the city's maintenance responsibilities for trees in the right-of-way. He stated his preference for allowing more flexibility for builders. Following discussion, a show of hands indicated the council was approximately split on whether to include curb tight sidewalks as a standard option in the code.

Continued Business

Library Surveillance Policy

Library Director Korie Buerkle presented revisions to the library surveillance policy. She explained that the police department already has access to the library's cameras as part of the same city system, and the main change to the policy language now addresses external entities requesting footage through warrants, subpoenas, or court orders rather than internal entities.

Councilor Carmon moved to approve Resolution 2025-3989, the library surveillance policy. Councilor Wheatley seconded the motion. The motion passed unanimously

Mayor Bill Rosacker- Aye

Councilor McBride- Aye

Councilor Wheatley- Aye

Councilor Yarnell-Hollamon- Aye

Councilor Turgesen- Aye

Councilor Carmon- Aye

Councilor Kilburg- Absent

New Business

Disposal of Surplus Vehicles

Public Works Director Russ Thomas presented on the city's process for disposing of surplus vehicles and equipment. He explained that the authority to declare items surplus is given to the City Manager by municipal code title 2.35.0.27a. Director Thomas outlined several options for disposal including:

- Sale to another city or public agency
- Public auction to the highest bidder
- Invitation to bid
- Liquidation sale through a third-party
- Fixed price sale
- Trade-in
- Donation to a governmental agency or 501(c)(3) organization

The city most commonly uses public auctions, with a current contract with J Stout Auctions in Washougal, Washington. Director Thomas noted that they previously used GovDeals, but J Stout handles more of the preparation work, saving staff time while charging the same percentage.

Director Thomas presented a list of current surplus equipment valued at approximately \$350,000, including a tractor truck now valued at \$150,000, a vactor, and a TV truck. He mentioned that two additional vehicles will be destroyed as part of a DEQ diesel emissions grant that funded an electric chain hook lift truck, with the city receiving \$650,000 for vehicles worth about \$25,000. Mayor Rosacker mentioned that the city of Siletz was looking for a vac truck, and Director Thomas responded that they would be willing to sell it if Siletz would pay the market value.

ADA Ramp and Sidewalk Work Contract

City Manager Worthey explained that the city anticipates needing to build more ADA ramps next year than the sidewalk crew can handle. After a bidding process, they want to enter into a subcontractor agreement with a local company to build ramps at a set price, which for the first year will be 20% less than current rates. The agreement guarantees a four-week response time, with the city as the contractor's priority customer. While the sidewalk crew will still handle the bulk of the work, City Manager Worthey noted they need additional help to complete the estimated 60 ramps needed next year.

Councilor Wheatley moved that the council approve Resolution 2025-4000. Councilor McBride seconded the motion.

The motion passed unanimously

Mayor Bill Rosacker- Aye

Councilor McBride- Aye

Councilor Wheatley- Aye

Councilor Yarnell-Hollamon- Aye

Councilor Torgesen- Aye

Councilor Carmon- Aye

Councilor Kilburg- Absent

Annual Development Code Maintenance

Community Development Director Scot Siegel and Associate Planner Jeremiah Cromie presented an overview of the development code maintenance amendments. Director Siegel explained that there are two ordinances: 2940 for changes to Title 15 (Development Code) and 2941 for an amendment to Title 12 (Streets and Sidewalks). The amendments implement City Council Goal 1 to create and maintain a high level of customer service and are part of their annual code maintenance program to make corrections, clarifications, and respond to changes in state law.

Director Siegel and Associate Planner Cromie presented eight minor policy changes including:

- Streamlining the permit process for home occupations by reviewing them during business license applications rather than requiring separate land use approvals, saving applicants \$215.
- Clarifying that residential design standards apply to all types of development within planned unit developments.
- Allowing mixed-use in the residential professional zone.
- Providing flexibility for garage orientation in shared driveway easements and private streets.
- Creating exceptions to commercial zone maximum setbacks in the C-2 and C-3 districts where utility conflicts exist.
- Establishing setback requirements for commercial properties abutting institutional zones.
- Increasing the maximum fence height in residential zones from 6 feet to 7 feet to align with building code and provide better privacy.
- Removing the limit of two accessory buildings for institutional uses in residential zones.



Director Siegel also noted changes required by state law, particularly regarding housing regulations. These included:

- Removing references to family relationships in the definition of household
- Limiting when housing applications can be required to go to public hearings
- Removing the requirement for a public hearing for multifamily housing when that use is permitted outright

No action was requested at this meeting, with a public hearing tentatively scheduled for November 17.

Adjournment

Mayor Rosacker adjourned the meeting at 8:05 pm.

Attested By:

Bill Rosacker, Mayor

Rachel Thomas, City Recorder