

# City of Newberg

## City Council Meeting Minutes

### April 21, 2025

#### Call to Order

Mayor Rosacker called the meeting to order at 6 PM.

#### Roll Call

The City Recorder conducted a roll call. All council members were present.

Mayor Rosacker

Mike McBride

Elise Yarnell-Hollamon

Peggy Kilburg

Robin Wheatley

Derek Carmon

Jeri Turgesen

#### Pledge of Allegiance

The Mayor led the Pledge of Allegiance.

#### Proclamations

##### National Day of Prayer Proclamation

Mayor Rosacker read a proclamation declaring May 1, 2025, as a Day of Prayer in the City of Newberg. The proclamation emphasized the importance of prayer throughout American history and encouraged citizens to participate in the observance.

#### City Manager Report

##### February Statistical Report

City Manager Will Worthey presented the monthly statistics through the end of February 2025. He highlighted several key points:

- Construction activity remained limited, with only 5 planning decisions and 1 housing unit permit issued.
- Building inspections were at a historically low level.
- Community engagement through the website and social media remained consistent with recent years.
- The city recorder's office handled 11 public records requests, which was noted as a significant workload.

- Finance processed \$1.23 million in accounts payable and \$1.13 million in payroll.
- The city's insurance rates were expected to see only a small increase due to a good safety record.
- Library activity continued to be high, with door counts and circulation rivaling larger libraries.
- Public safety responded to 1,953 calls for service and conducted 641 traffic stops.
- Water production was 43.6 million gallons, with 142.9 million gallons of wastewater processed.
- Public Works completed 1,507 work orders, including addressing recent water main breaks.

Will also mentioned that 5 public works maintenance staff recently left for positions in Hillsboro, creating a staffing challenge.

Councilor Wheatley asked about the advertised positions, and Will Worthey clarified they were for police officers and a communications officer. Councilor Torgesen inquired if those positions had been filled, which Worthey confirmed they had.

## Public Comments

Michael Rossman from the Traffic Safety Commission spoke about the commission's frustrations with their inability to address citizen requests for traffic improvements due to budget constraints. He mentioned specific concerns about pedestrian safety at the intersection of Brewster and Fernwood.

City Manager Will responded that the city is working on several initiatives to improve traffic data collection and analysis. He also mentioned ongoing discussions with Clay Downing from CPRD about potentially adding a crosswalk at the location Rossman mentioned.

## Continued Business

### Taste Newberg Presentation

Leigh Jensen, Executive Director, and Katie McFall, Deputy Director of Taste Newberg, presented a mid-year review of their activities. Key points included:

- Overview of their mission to stimulate year-round visitor economy in Newberg
- Data on visitor origins and strategies to encourage longer stays
- Update on their strategic plan, including destination development initiatives
- Marketing efforts, including website redesign and PR campaigns
- Budget update and partnerships

Councilor Torgesen asked for clarification on website user statistics, expressing concern about the seemingly low numbers. Jensen explained that the data was limited due to the recent website launch and promised to provide more comprehensive statistics in the future.

## New Business

### Oregon Main Street Presentation

Sheri Stuart, coordinator of the Oregon Main Street Network, presented remotely on the program's impact and services. Key points included:

- Overview of the program's economic, fiscal, and social impact on communities
- Explanation of the tiered structure for community participation
- Benefits of participating in the network, including networking, education, and technical assistance
- Description of the Main Street approach to downtown revitalization



- Examples of successful place-making and business support initiatives
- Statistics on the program's impact across Oregon

Rachel Thomas added that Stuart had recently won a national leadership award for her work with the program.

### Tualatin Valley Fire and Rescue 2025 State of the District Presentation

Patrick Fale, Deputy Chief of Tualatin Valley Fire and Rescue, presented the State of the District report. Key points included:

- Overview of wildfire deployments in 2024
- Response statistics for Newberg's two fire stations
- Updates on emergency medical services initiatives
- Information on the successful 2024 local option levy
- Recruitment efforts and challenges
- Bond and capital projects, including plans for rebuilding Station 20 in Newberg

Councilor Turgesen asked about staffing at the Springbrook station, which Fale confirmed was staffed 24/7.

### Amendment to Purchasing Manual

Finance Director Kady Strobe presented a simple amendment to the purchasing manual, changing the threshold for purchase orders from \$1,000 to \$10,000 to align with updates to the city's AP system.

*Councilor Kilburg moved to adopt the resolution amending the purchasing manual. Councilor Carmon seconded the motion.*

*Councilor McBride-Yes*

*Councilor Wheatley-Yes*

*Councilor Yarnell-Hollamon-Yes*

*Councilor Kilburg -Yes*

*Mayor Rosacker-Yes*

*Councilor Turgesen-Yes*

*Councilor Carmon-Yes*

The motion passed unanimously.

## Council Business

### Downtown Beautification

Councilor Wheatley introduced the topic of downtown beautification, explaining that it originated from citizen feedback and council goals. She deferred to City Manager Will and Public Works Director Russ Thomas to provide more details on the plan.

Will and Thomas outlined several initiatives:

- Completed a walking appraisal of downtown and tree location survey
- Developed "Operation Curb Appeal" plan

- Identified failing signs for replacement (pending ODOT approval)
- Plans for sidewalk repairs and tree management
- Coordination with ODOT on upcoming ADA ramp improvements
- Installation of solar lighting in the Second Street parking lot
- Landscaping improvements in key areas

Councilor Hollamon expressed excitement about the plans and thanked staff for their work.

### Adjournment

Mayor Rosacker adjourned the meeting at 7:38 PM after mentioning that the Fairfield Inn was having its ribbon-cutting ceremony and would be arranging a tour for city staff and councilors in the near future.

Attested By:



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Bill Rosacker, Mayor



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Rachel Thomas, City Recorder