

January 18, 2011
Noon
Newport, Oregon

CITY COUNCIL WORK SESSION

Councilors Members present: McConnell, Bertuleit, Beemer, Brusselback, Allen, Sawyer, and Roumagoux

Staff present: Voetberg, Hawker, Atkinson, McCarthy, and Protiva.

McConnell distributed a statement and asked Council to consider supporting it. He also noted that he would like to start each meeting with the Pledge of Allegiance, and that tonight, he plans to ask for a moment of silence for Arizona. It was the consensus of Council that since the distributed statement addresses several Council Rules, the discussion be deferred until after review of the Council Rules. A discussion ensued regarding how to best accommodate large groups of citizens wishing to comment on a particular subject.

McConnell introduced Joey Sewell, an IB student from Newport High School.

Roumagoux stated that she has been on the Lincoln County Ambulance Review Committee for the past 20 years, and wanted to make sure there was no conflict of interest in dealing with fire issues.

McConnell distributed a letter from the Volunteer Fire Department, and noted that Voetberg will report on Volunteer Fire Department issues, in general, this evening. Brusselback asked whether the investigation has been completed, and Voetberg noted that it was complete. Allen asked whether there was a separate OSHA investigation, and Voetberg reported that there were five OSHA complaints, and the OSHA investigators have been here in the course of the investigation. He noted that he will provide the OSHA investigators with the recently completed report.

McConnell reported that all Councilors had received a letter from Dick Bevans regarding rescinding the gasoline tax. He added that he will address the matter this evening, and Council can discuss a direction at that time. It was asked that the amount of monies collected from the gas tax be available this evening.

McConnell reported that Caryn Tilton would be presenting a webinar on city manager evaluations, on January 27, and the cost is \$59 for any number of attendees.

McConnell reported that Chocolate Cake Day is January 27, and that slices of cake will be sold for \$1.00 with proceeds going to assist the City of Aumsville in its post-tornado clean-up.

Allen inquired about a proposed agreement between the city and the Volunteer Fire Department. Voetberg reported that this refers to a personal commitment on behalf of himself and the volunteers, and that there was never an intent to have a formal agreement.

McConnell stated that the executive session would be held in the normal fashion and no one would be asked to sign anything. He noted that he planned to read the requisite executive session script. A discussion ensued regarding designating the city attorney as the city's labor negotiator at this time, noting that the designation could be transferred at a later date.

RFP's for advertising and fulfillment services. A discussion ensued regarding the RFP's for advertising and fulfillment services. Voetberg reported that the fulfillment contract is with the Chamber of Commerce, and it is \$150,000 annually. He noted that both the advertising and fulfillment contracts expire this year, and the RFP to award process takes approximately three months. He noted that copies of the previous RFP's are included in the packet for information. He asked Council to review the scope of work. It was noted that the Chamber Director is on the Destination Newport Committee, and she steps down during discussions regarding the Chamber. Voetberg asked whether Council wanted to see the RFP before issuance. Voetberg reported that his wife works for the Chamber of Commerce, and he will not be involved in the decision. It was noted that the Chamber has historically performed fulfillment services, but that the arrangement was formalized three years ago through the RFP and contract award process. It was noted that the second RFP is for advertising/marketing, and the city currently has a contract with Grady Britton in the amount of \$270,000 this year. A discussion ensued regarding the uses of the remainder of the marketing monies, and it was noted that some monies were used this year for PDXposed and the billboard on Highway 18. It was reported that the DNC will meet on February 2, 2011 to discuss the RFP goals and objectives. A discussion ensued on how to control overhead costs and using local vendors. Council concurred that it wants to use local vendors as much as possible. A discussion ensued regarding what account the monies come from, and it was noted that the funding comes from transient room taxes.

Prioritization of City Council discussion items. It was agreed that the budget process should include a discussion of the process, retirement/pension, health care, collective bargaining, reserve policies, and the importance of goal setting prior to developing the budget.

Council agreed to discuss the Council Rules at its next work session.

It was noted that there is one vacancy on the Budget Committee, and that the idea is to meet soon with the entire Budget Committee. The discussion will center on how the budget is put together. Allen noted that last year, the pre-budget meeting pertained to budget laws, but failed to address general policies, i.e., reserves, personnel issues, etc. Voetberg asked how much of the overall policy comes from Council and how much from the Budget Committee. Allen suggested that if the vacancy was filled, the Budget Committee could discuss larger issues. The pre-Budget Committee meeting could review laws and reports from staff on how the budget will be developed. Voetberg noted that it is important to begin the process in mid-February with the entire Budget Committee. He noted that goal setting is critical. A discussion ensued regarding staff participation in the process.

It was agreed to schedule a Budget Committee meeting on February 23, 2011, at 6:00 P.M.

A work session on Council Rules will be held January 31, from 9:00 A.M. until noon.

The regular February work sessions, on the 7th and 22nd, will cover retirement, pension, health benefits, collective bargaining, and reserve policies, and that the agendas should be developed by the staff.

It was noted that the city attorney will present non-executive session materials during her report at the regular meeting this evening.

It was suggested that committees be asked for goals and projects for inclusion in budget discussions.

It was noted that Roumagoux is the liaison to the Parks and Recreation Advisory Committee.

It was agreed to discuss the management of parks and recreation services at the March 7 work session.

McCarthy updated Council on the solid waste issue. She noted that she is working closely with Thompson's, Brusselback and Beemer. She will address the contractor's this Thursday, and bring the matter as an informational item at an upcoming work session.

Discussion regarding evaluating the city manager and city attorney will be scheduled for March 21.

A discussion ensued regarding the evaluation of the municipal judge, and Allen asked whether the former Councilors have been notified. He added that this was an issue in December, and he wants to make sure that no new issues arise. It was agreed to discuss this matter on March 21.

It was reported that the Technical Task Force will hold its first meeting on January 25. McCarthy asked that GP franchise fees be added to the March 7 work session agenda.

It was reported that a discussion on what to do next with the swimming pool would occur on March 7.

Having no further business, the meeting adjourned at 1:38 PM