

January 3, 2012
Noon
Newport, Oregon

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

Staff present: Voetberg, Hawker, and Tokos.

Council discussed the following items:

1. McConnell reviewed upcoming work session topics including: City Center Park and Tree City USA. He asked for the status of the park. Voetberg reported that infrastructure is a higher priority, but that funding is still available. He noted that a discussion is needed regarding the best use of these funds.
2. A discussion ensued regarding the calendar and process for setting goals for 2012/13. Voetberg reported that the City Council adopted a Comprehensive Plan that establishes long-term goals and objectives. He suggested a process similar to last years' but including how the departments can meet the Comprehensive Plan goals. McConnell asked that Council also review the existing goals, and change priorities, add new goals, or delete if necessary. He also asked that staff be included in this process. Voetberg suggested that departments develop a plan regarding how to meet Council goals. McConnell stated that he would like to see what departments want, and suggested that each department head can determine how to get feedback from the department. Beemer noted that if the Fire Department SAFER grants are approved, the city will need to sustain the employees after two y ears. Bertuleit noted that expenses are going up faster than income. He asked for options on dealing with this budget issue. It was noted that there will be a goals review during the city manager's evaluation on January 17. Voetberg was asked to provide the evaluation tool that he uses for staff. A discussion on Voetberg's views on the employee communication group can be included during the evaluation. McConnell noted that by the next quarterly review, Council can work on developing a process for the future, and that a template should be devised prior to March. Roumagoux, Allen, and McConnell will work on developing the template.
3. Voetberg reviewed the progress of the Employee Communication Committee. He noted that the first meeting will be held on January 12, 2012, and that employees were nominated from within each department. He added that the intent is for issues to get to the departmental representative(s) for a decision on how best to address a particular issue. Voetberg reported that the PUD utilizes this format. He added that John Baker will facilitate the meetings. McConnell asked whether employees will feel safe in bringing issues forward. Allen asked whether the current human resources staffing is working. Voetberg noted that hiring a full-time human resources professional would be ideal, but the issue is one of allocating limited resources. McConnell noted that he appreciated that Baker is available as a neutral third party if necessary. He also asked that Baker report to Council on the Committee's work.

4. Tokos presented an update on the vacation rental dwelling ordinance draft. He reported that background materials are included in the packet, as well as a matrix with the proposed code containing an explanation. He noted that an ad hoc work group provided the Planning Commission with its desired outcomes. He added that he obtained copies of other city's VRD codes and developed common themes. From this, he developed a draft ordinance and then had an open house. He noted that there was direct mail notice of the hearing through the water bills, and although the hearing was not well-attended, he did receive some valuable comments from attendees. He stated that this is a more permissive code that provides clear standards that can be met. He added that the conditional use permit option is built into the draft.
5. Council discussed an upcoming Town Hall meeting schedule. It was agreed to hold Town Hall meetings on the following dates, and in the following areas, at 6:00 P.M.: January 30, 2012 - Nye Beach, at the Visual Arts Center; April 30, 2012, in Agate Beach; July 30, 2012 in central Newport; and October 20, 2012, on the Bayfront, possibly at the Yacht Club. McConnell noted that he would develop the agenda, and asked Council to provide input on agenda items. He suggested having a short staff presentation at the beginning of each meeting.
6. A discussion ensued regarding agenda items for the joint meeting with the Lincoln County Commissioners to be held on January 11, 2012. It was agreed that the following items should be included on the agenda: Wave Energy/Territorial Sea Plan Amendment Process; Animal Shelter Update; Lincom Update; Land Trust; Workforce Housing Issues; Annexation of Big Lake; and County Parks and Open Space Plans Update.

Having no further business, the meeting adjourned at 1:09 P.M.