

October 1, 2012
Noon
Newport, Oregon

CITY COUNCIL WORK SESSION

Councilors present: McConnell, Brusselback, Beemer, Roumagoux, Allen, Sawyer, and Bertuleit (arrived at 12:05 P.M.).

Staff present: Voetberg, Hawker, Tokos, Gross, Miranda, Protiva, and Paige.

Media present: Dave Morgan, News Lincoln County.

Audience present: Stan Pickens and Bob Ward.

1. McConnell asked that the order of the agenda be reversed so that the discussion on tourism facility grants is held first. Council concurred.
2. McConnell reported that the Newport Sea Lion Docks Foundation had made an e-mail request regarding availability of a second round of tourism facility grants. He noted that OMSI had also inquired about availability of these funds. It was noted that \$300,000 remains in the fund, and that if Council is interested in offering a second round of grants, the calendar would need to be developed; the Committee would need to be reactivated; and a timeline would need to be developed. McConnell noted that Council should, during the next budget session, discuss how to keep the fund going. Allen noted that other groups may wish to weigh in on this discussion. Pickens distributed a handout regarding the sea lion docks and the proposal of the Newport Sea Lion Docks Foundation. He (Pickens) made a brief presentation that included potential funding sources. Ward explained the need for funding prior to next year, noting that the in-water work has to be completed between November and March. He (Ward) noted that the group is only asking for \$25,000, and asked whether they could attend the October 15 City Council meeting with an ad hoc request for matching funds for the in-water work, rather than to follow the normal process, as the timing would be such that the in-water opportunity would be missed. McConnell suggested a loan from the fund to be repaid pursuant to a yet to be developed memorandum of understanding. Ward suggested allowing the in-water work as a retroactive grant match. Beemer noted that this request is one-tenth of what others have been granted, and further that this is a good thing that the city should determine a way to accomplish this year. Allen noted that the city has a process and does not usually allow exemptions. He added that, at this time, no decision has been made to move forward and whether exemptions should be allowed. He stated that the following decisions need to be made at a regular Council meeting: whether to utilize the remainder of the funds; the timeline if a decision is made to move forward; and whether any exemptions would be allowed. McConnell asked that staff develop a second round timeline, and ask that Nicole Morris contact the Committee to

determine whether the members are still interested in serving; and that this item be placed on the agenda of the next regular meeting. It was noted that the monies are currently budgeted in contingency. Voetberg suggested that Council think about possible upper limits on grants.

3. McConnell noted that an update on the status of City Council goals has been included as a part of the City Manager's quarterly reviews. He added that today is the time to discuss the goals and determine the status, and the key people working toward fulfilling the goals, as the goals are an important part of the annual evaluation. It was noted that a goals update is not permitted as an executive session agenda item. McConnell asked that between now and the end of the year, the goals be delineated for the new City Council, as the next City Manager quarterly review will occur in January. It was agreed that input from outgoing Councilors is important for this quarterly review. Council reviewed the status of goals, by department, as presented in the packet.
 - A. Fire Department. A discussion ensued regarding volunteer recruitment and retention. Paige noted that volunteers fall into three categories, and some fill two or three roles within the ranks. He noted that he is hoping for more volunteers to participate in the shift program. Brusselback asked about the cost of equipping and training volunteers, and Paige noted that the cost to equip is approximately \$3,000 - \$4,000, and training is approximately \$2,000 - \$3,000. Paige reported that call pay is \$5 per call, and the stipend is \$50 for a 12 hour shift. He added that this is not a budget issue, but more one of getting interested people with time to devote to volunteering. Paige reported that he is talking with the Depoe Bay Fire District about collaboration and sharing of resources. McConnell expressed hope that Paige would continue to work hard on volunteer recruitment. Paige noted that the best help would be for OCCC to offer a Fire Science program. Paige reported that the department had formed a volunteer recruitment and retention committee. McConnell suggested encouraging Coast Guard personnel to volunteer.
 - B. Police Department. Miranda reported that the Police Department has a good volunteer corps, and suggested that Councilors thank volunteers when possible. Miranda displayed the new "Neighborhood Watch" signs. He reported that the accreditation process is 94% complete, and the goal is to have it finished by the end of the year with receipt of the accreditation occurring in January or April. Voetberg reported that the Lexipol policies will help the department with any claims, and also with standardization. McConnell asked about department staffing. Miranda reported that the department is currently fully staffed although one person is in training. He noted that if a list of potential hires was developed today, by the time it was needed, many of the people on the list would have already been hired by other departments. A discussion ensued regarding over-hiring. McConnell reported that he will be participating in the KCUP radio show on Wednesday, and would like to have Rob Murphy and Tony Garbarino appear with him to talk about emergency preparedness and efforts the city is making in that regard.

- C. Public Safety. Voetberg reported that the transition to Willamette Valley Communication Center has gone well. Miranda reported that on January 9, 2013, calls will go directly to Salem. Miranda reported that Lincoln City wants to join WVCC, but that it wants back-up. A discussion ensued regarding a dispatch center on the coast, and back-ups in the event of a disaster. McConnell asked who the city's representative is on the WVCC board, and whether that person has a voice. Miranda reported that he is the city's representative to the WVCC board, and he believes he is listened to.
- D. Airport. Voetberg reported that Lance Vanderbeck has been named Airport Operations Manager, and that Terry Durham has been named FBO Manager on a temporary basis, and that both are doing a fantastic job. He added that the two have received high praise from the Airport Committee. Voetberg reported that a recent FAA inspection found two items needing improvement, and both had been addressed successfully. He added that the airport is operating to FAA standards. Brusselback asked how long the temporary appointments will last, and Voetberg noted that historically the airport has had someone functioning in the position of Airport Director, and that he wanted flexibility if it is determined that the airport needs the position of Airport Director. Allen asked whether, after the assessment period, other employees would be needed, and Voetberg responded that, with the exception of summer/seasonal help, he did not believe so. Allen asked whether there had been follow-up with Butler Aviation, and Voetberg reported that representatives from Butler will try to be here during the third week of October. McConnell reported that Senator Betsy Johnson cannot say enough good about the airport. McConnell asked whether Ted Jones is providing project support to the airport, and Voetberg reported that the airport has received more grant money in the last three or four months than any time in the past. McConnell noted that there will be affordable rental cars soon.
- E. Library. Voetberg reported that surveillance cameras and new light fixtures have been installed at the Library. McConnell suggested enhanced security, and Voetberg stated that the RFID system will slow losses.
- F. Finance Department. Voetberg reported that the Finance Department is adjusting to the new financial software which allows department heads to make appropriate financial decisions. McConnell asked when the new water billing system will be implemented, and Voetberg reported that the utility billing component is a few months out. McConnell recommended including more information in the next utility bill about what is being done with the additional utility fees that are being collected.
- G. Parks and Recreation Department. Protiva reported that this was a good summer with visitors, but that the locals and youth are back in the building. He noted that maintenance was the focus during the last quarter, and that a water heater had been replaced at the Recreation Center, and that circuit boards will soon be replaced. He stated that the Senior Center is doing well. He stated that there

should be a discussion regarding an aquatic facility. Allen asked about the projected longevity of the pool, and Protiva reported that the building is likely sound, but the physical structure of the pool is really poor. A discussion ensued regarding the status of organizing a foundation to support recreation, and Protiva reported that a lot of paperwork had been completed and an attorney had been consulted. Sawyer asked whether the pool could be rebuilt at its current location, and Protiva noted that the site needs to accommodate a warm water pool and a cool water pool. McConnell suggested putting the issue out to the voters again. McConnell asked whether there had been an increase in programming and use of the Recreation Center. Protiva reported that he is focusing on more special events, but that there has been a small increase in programming. Voetberg noted that the current operating model is similar to the YMCA model, and that he had asked Protiva to develop four events to bring revenue to the Parks and Recreation Department to help offset the cost of programs. It was noted that the offer of free classes to annual pass holders has yet to make a change in the number of annual pass holders. Bertuleit asked whether there is a timeline on the equipment and facilities repair and replacement and Protiva noted that would occur this year. A discussion ensued regarding the adoption of parks, and Protiva reported that several people have adopted aspects of parks, but that the agreement is not palatable. Gross noted that he is working with Ocean Pulse on a model agreement that would initially be used at the skate park. Allen asked how much Coast Park is used, and it was reported that it gets heavy use.

- H. Economic Development. McConnell noted that this matter is on this evening's agenda. He added that the city continues to work with the City Center Newport Association regarding the corner at Hurbert Street and Highway 101. Gross reported that CCNA is looking at a kiosk/pavilion. Bertuleit noted that Bellingham, Washington provides kiosks for posting community notices. McConnell suggested talking with HMSC regarding inexpensive interpretive sign vendors.
- I. Community Development. Tokos reported that the packet contains updated information regarding goals assigned to the CDD.
- J. Water. Bertuleit asked how soon the new water treatment plant would be fully operational. Gross reported that it is fully operational now; acceptance testing is underway; and the old plant is in the process of being shut down. A discussion ensued regarding timing for a ribbon cutting, and it was agreed to have a ribbon cutting on November 5, from 10 A.M. until 2 P.M., and that Council attend rather than holding a formal work session. McConnell suggested getting additional information in utility bills regarding the use of revenues from the increased utility fees. Allen asked when this information would show up on the actual water bills, and it was noted that this is a long-term goal.
- K. Wastewater. No discussion.
- L. Stormwater. No discussion.

M. Streets and Transportation. McConnell suggested letting residents know what the gas tax revenues are being used for. Gross agreed to report on the use of gas tax monies at the next meeting. Gross reported that gas tax monies have been, or will be, used for projects including the Big Creek Road repair; the annual street overlay program; and pedestrian and sidewalk improvements. McConnell asked whether separate goals need to be developed for parks maintenance and facility maintenance. Gross reported that parks maintenance is understaffed. He noted that he plans to develop a parks CIP within the next year. McConnell reported that groups are performing ongoing work (similar to adopt-a-park) and they should be recognized for that work. He added that formalized agreements should be developed, and signs erected recognizing the adopting group.

N. Communications. No discussion.

N. Human Resources. No discussion.

Having no further business, the meeting adjourned at 2:16 P.M.