

September 6, 2011  
Noon  
Newport, Oregon

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

Staff present: Voetberg, Hawker, Marshall, Paige, Cossey, and Protiva.

Council discussed the following items:

1. Voetberg reported that the proposed outdoor billboards will cost \$15,540 annually or \$1,295 monthly.
2. It was noted that the city's newest police officer, Daniel Miller, will be sworn in at this evening's meeting.
3. Voetberg distributed information regarding a new FAA grant offer. He noted that if the city wishes to accept this offer, it must be signed by September 14, and unless there was an objection, he will be presenting the matter to Council this evening for formal action. Cossey explained the project, noting that there is a five percent match required and that it is budgeted. It was agreed to make this Action Item K. on this evening's agenda.
4. McConnell initiated a discussion of proposed work session topics, with the following resolutions:
  - A. Non-Profit Task Force appointments - delay until the next meeting;
  - B. Town Hall meeting schedule - discuss this issue later;
  - C. Business license/transient room tax ordinance review - schedule a joint work session with the Business License/Transient Room Tax Task Force with the City Council and city attorney, preferably at 8:30 A.M., on September 19, 2011; (A discussion ensued regarding the enforcement of the current ordinance. Voetberg noted that the city is not pursuing demand letters at this time. It was noted that the property management companies should receive written notice from the city on letterhead. Voetberg reported that the status would be reported to the property managers by the end of the week.)
  - D. It was agreed to hold an executive session for an update on litigation since the city attorney would be in attendance on September 19, 2011.
  - E. It was agreed to hold a discussion regarding communications between the city attorney, Council, and staff during the September 19, 2011 work session. Allen noted that he will put together his observations in memo form for this discussion.
  - F. It was agreed to place an update from the Tourism Facilities Grant Review Task Force on the October 3, 2011 work session agenda.
  - G. It was agreed to hold a quarterly review of goals and the review of the city manager on September 19, 2011. The city manager indicated that he wanted his review to be held in executive session. Voetberg will present the status of goals as a part of his review.

- H. It was agreed to add an economic update from the Chamber of Commerce to a regular meeting.
  - I. It was agreed to move the discussion of Tree City USA designation and open space policies to a work session in October.
  - J. It was agreed to place the issue of Nye Beach flooding and contamination on an October work session.
  - K. It was noted that the subject of plastic bag mitigation would be discussed on October 3, with a public hearing to be scheduled for October 17.
  - L. It was noted that the joint work session with the Port of Newport will be held at 5:00 P.M., on October 3, 2011.
  - M. It was noted that a hearing regarding vacation rental dwellings would be held at the September 12, 2011 Planning Commission meeting.
  - N. It was requested that an Urban Renewal Agency meeting be scheduled in South Beach during October. It was suggested that a field trip might be advantageous on the date of this meeting. It was asked that the date be determined by the end of the week.
5. A discussion ensued regarding the proposed, revised herbicide use policy. Protiva reported that the revision provides clarity on properties maintained by the Parks and Recreation Department. He added that this department is not using any herbicides; but that the revised policy specifies not using herbicides where children play. He added that if there is an overpowering need to use herbicides, it would be a determination of the director with written confirmation by the city manager. A discussion ensued regarding why the policy only applies to properties maintained by the Parks and Recreation Department. Maxine Centala reported that most cities have a single policy for all departments. Allen noted that it would be beneficial to obtain feedback from other departments, or contractors that might be charged with implementing this policy. McConnell asked that the process be continued to allow for input from other staff and contractors. Centala stated that there are areas of the policy that are vague and loose. She noted that the policy should be a prohibition rather than a restriction. She suggested removing integrated pest management. A discussion ensued regarding the list of permitted herbicides, and Centala noted that some of the listed herbicides are pretty toxic. Protiva stated that he would like to vet the policy through the Parks and Recreation Advisory Board. A discussion ensued regarding notification, and Centala suggested that notice be given one week before and two weeks after application of an herbicide. Voetberg stated that he could report herbicide usage in his weekly manager's report. It was agreed to hold a hearing on this matter in October.
6. The City Council interviewed Dave Teem for a vacancy on the Nye Beach Parking District. McConnell stated that he would formally appoint Teem at this evening's meeting.
7. Voetberg addressed the subject of a previously proposed participation in a study on Fire Department resource sharing. He reminded Council that it had agreed to wait for a recommendation from the new chief before taking action on participation in the study. He noted that Paige is recommending participation in the study, and that this item will appear on this evening's agenda for formal action. A discussion ensued regarding the impact of the results without the participation of Toledo. Further discussion ensued regarding funding for study participation. Voetberg reported that it

is not budgeted and would require a budget amendment. Marshall reported that the General Fund beginning fund balance was projected at \$658,000, and that he anticipates it may be considerably higher. Voetberg reported that ECSI, the firm conducting the study, will not wait until November for a decision as to whether to participate. Allen stated that he would like comments from the paid and volunteer staff.

8. Voetberg asked Council to consider the addition of several part-time positions in the Fire Department. Paige noted that he would like to add a part-time administrative or executive assistant, and a part-time EMS coordinator. Voetberg reported that the administrative assistant would cost approximately \$12,000 for the remainder of the fiscal year, and that the EMS coordinator would cost approximately \$13,000 for the rest of the fiscal year. It was noted that neither position is budgeted, but staff would like to move forward. McConnell suggested more of a global approach. Allen noted that he needs time to think about the issue and would like feedback from others.

Having no further business, the meeting adjourned at 1:55 P.M.