



**CITY COUNCIL WORK SESSION AGENDA**  
**Monday, May 01, 2023 - 4:00 PM**  
**City Council Chambers, 169 SW Coast Highway, Newport, Oregon**

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All public meetings of the City of Newport will be held in the City Council Chambers of the Newport City Hall, 169 SW Coast Highway, Newport. The meeting location is accessible to persons with disabilities. A request for an interpreter, or for other accommodations, should be made at least 48 hours in advance of the meeting to Erik Glover, City Recorder at 541.574.0613, or [e.glover@newportoregon.gov](mailto:e.glover@newportoregon.gov).

All meetings are live-streamed at <https://newportoregon.gov>, and broadcast on Charter Channel 190. Anyone wishing to provide written public comment should send the comment to [publiccomment@newportoregon.gov](mailto:publiccomment@newportoregon.gov). Public comment must be received four hours prior to a scheduled meeting. For example, if a meeting is to be held at 3:00 P.M., the deadline to submit written comment is 11:00 A.M. If a meeting is scheduled to occur before noon, the written comment must be submitted by 5:00 P.M. the previous day. To provide virtual public comment during a city meeting, a request must be made to the meeting staff at least 24 hours prior to the start of the meeting. This provision applies only to public comment and presenters outside the area and/or unable to physically attend an in person meeting.

The agenda may be amended during the meeting to add or delete items, change the order of agenda items, or discuss any other business deemed necessary at the time of the meeting.

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**1. CALL TO ORDER AND ROLL CALL**

**2. CITY MANAGER'S REPORT**

**2.A City Manager's Report**

[City Manager's Report](#)

**3. DISCUSSION ITEMS**

**3.A Report on Write-Off Policies for Uncollectable Accounts Receivables including Business Licenses known as Bad Debt**

[Draft Policy Write Off Policies for Uncollectable Debt.pdf](#)

**3.B Report on Draft Code Revisions and Policies for Utility Billing**

[Admin Policy Draft.pdf](#)

[draft code revisions utility billing.pdf](#)

[Newport Utility Account Current Rear.pdf](#)

[Newport Utility Account Current Front.pdf](#)

[Draft Customer Service Request Form.pdf](#)

**4. EXECUTIVE SESSION**

**4.A Scheduling an Executive Session Pursuant to ORS 192.660(2)(d) to Discuss Labor Negotiations**

**5. ADJOURNMENT**