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MEMO

DATE: July 20, 2021

TO: Mayor and City Council

FROM: Spencer Nebel, City Manager

SUBJECT: Status Report for the Three-Week Period Ending Friday, July 16, 2021

What a difference the past three weeks has been as it relates to relaxation of restrictions over COVID including elimination of most requirements regarding mask wearing and social distancing and elimination of capacity restrictions on assembly locations including restaurants and bars. While COVID is still amongst us, and certain precautions should still be taken, it really is good to be able to have meetings in person again and participate in social gatherings and seeing everyone's face again! From a City standpoint, it has meant retiring all our emergency orders with the COVID emergency expiring on June 30 and instituting several new policies to deal with some of the ongoing restrictions as it relates to employees. I really do appreciate all of the cooperation that we had at all levels of the organization during the most unreal past 15 months as well as the cooperation we had from the community to observe various requirements and restrictions in interacting with each other. I am hopeful that the reduction in these protocols doesn't lead an unmanageable increase in COVID infections and we don't have to resort back some of the practices we have all endured during the last 15 months.

I will be on vacation beginning Tuesday, July 20, through Tuesday, August 10. During this time, Peggy Hawker will be acting City Manager. The Council has also excused my attendance from the August 2 City Council meeting. Peggy will be preparing the majority of the reports for that meeting.

Highlights of activities over the last three weeks include the following:

- Peggy Hawker, Mike Cavanaugh, Chris Janigo, David Allen, and I met regarding making an insurance claim for the damages that occurred with the settling of the swimming pool. At this point, the majority of the leaking issue has been addressed, however, there will need to be some permanent repairs done in order to address the settling issue that occurred with the pool.
- We held, hopefully, our last Emergency Coordinating Center meeting to finalize plans for the City regarding the various COVID mandates that had been in place for the past 15 months. This included eliminating requirements for wearing masks, except for emergency personnel in certain response situations, expanding open

hours to various facilities, eliminating the scheduling at the Recreation Center, reopening the 60+ Center, and other activities going forward. In addition, we implemented two permanent policies addressing reports of COVID infection and exposure to individuals who are infected with COVID in our workforce. I believe we have a good responsive plan to get us to “new normal”.

- Participated in the weekly drought committee meeting held by the County. No major status changes here. Water providers are sending out various messages relating to the drought conditions that are existing. As of June 28, all water right users were still able to draw water from the Siletz. This will be monitored throughout the summer.
- Andrew Grant, Stephanie Kerns, Dave Powell, Clare Paul, David Allen, and I met to discuss finalization of a new consent agreement with Rogue. We hope to have a new agreement in place by September.
- Rob Murphy, Barb James, and I met to review the background on a Fire Captain candidate. Unfortunately, we were not able to move forward in filling this position. This is back out for advertising again. I met with Rob Murphy and Barb James on the Emergency Management Coordinator position as well. We are going to start advertising that position.
- Along with members of the City Council, I participated in the Joint Port Commission meeting on Monday, June 28.
- Also, participated in a special meeting with City Council on June 28 to extend the Greater Newport Chamber of Commerce Tourism Fulfillment Agreement, and held an executive session to discuss possible land transactions.
- Participated in a full OCCMA host committee.
- Participated in a bi-weekly meeting with Public Works Director David Powell.
- Participated in a Yaquina Bay Economic Foundation (YBEF) annual meeting held at Camp Gray. This was the first in-person get together for YBEF since COVID. It was a great seeing everyone again. It was also the first annual meeting of YBEF that was held outdoors!
- Dave Powell, Clare Paul, John Johnston, Richard Dutton, and I met to review the Dude Solutions asset study. This is the work that we will be commissioning to do a comprehensive evaluation of the City’s facilities that are supported by the General Fund to identify specific work that needs to be done an extended period time to these facilities. Work that would be done would be funded with the prepared food tax.
- Participated in an ICMA conference planning committee for the annual conference ICMA will be holding in Portland in October.
- Participated in the KNPT Radio Show with Barb James to talk about job openings. This show is held weekly at 9:30 A.M. every Thursday on KNPT.
- Along with members of the Council, participated in the Port Dock 5 ribbon cutting on Thursday, July 1. This was followed by a dedication of the Marine History Center staircase that has been built from Bay Boulevard accessing the museum.
- Mike Murzynsky and I gave a budget overview to new Public Works Director David Powell.
- Rob Murphy, Barb James, and I met with Mark Wolf to discuss the firefighter negotiations.

- Held bi-weekly meeting with Richard Dutton.
- Mike Murzynsky and I met to finalize communication with the Shilo Hotel regarding a significant correction to the Shilo's utility billing. As was the case with Pacific Seafood, a compound meter was being read at a rate 10 times the actual rate that should have been billed to the Shilo over a period of years. We have issued a letter to the Shilo with a proposed settlement of that billing issue. I have requested that Merina+Co. provide a review of our processes from the point that meters are installed to the information that is entered into Caselle for billing the accounts. We need to have a clean and accountable process where we can see any changes that have been made on individual accounts, and if there is an error, understand where that error was made. This will be timely since we will be hiring a new Utility Billing position in Finance.
- On Sunday, July 4, the City of Newport enjoyed a pretty spectacular fireworks show. The additional investment in the show was very obvious. We had a beautiful night without any major incidents occurring.
- On Monday, July 5, City Hall was closed in observation of the Independence Day holiday.
- Participated in my first in-person conference since the 2019 League of Oregon Cities conference. It was great to be back in an in-person conference to share experiences over the past couple years. One casualty of COVID is the OCCMA Lantern, which is a traveling trophy that is supposed to reside with the President of OCCMA during their year as President. Because of COVID, the transfer of the lantern never occurred to me until this year's conference, and I presented it to our current OCCMA President Steve Bowers, City Manager of Salem. Steve and I are both former managers from Michigan. An article was placed in the Michigan Municipal Executive newsletter regarding this "historic" event. I have enclosed a copy of the article for your review.

Highlights of the conference include the following:

- Participated in a session that featured Dr. Steve Patty, founder of Dialogues in Action, LLC, on how to improve our impact as managers in lives of those we serve. Dr. Patty indicates when we evaluate the impact of programs, we tend to count the splash instead of the difference in lives that policy has made. People tend to tune themselves to what they agree with and not necessarily what is in accord with reality. I have seen this on many issues when two people on two opposing sides will hear things that support their own beliefs. In evaluating impacts to policies, it is important to watch for our own internal biases, asking whether policy is effective or not. In evaluating programs, it is important to pay attention to a variety of metrics. It is also important to work towards having individuals utilize constructive criticism to truly take a look at policies and programs that are currently being offered.
- Dr. Patty also indicated when we are developing surveys, we often times ask the wrong questions. We tend to focus on the metrics of how many people used a program or how many people indicated they liked or didn't like a program. Those questions need to be turned around to ask people how did this program affect them. Liking or not liking a program is not a measure of effectiveness. In other words, don't ask how we are doing, but ask how are they doing as a result of what we're doing. The traditional evaluations tend to fall into this trap. If

- evaluations were such a great tool, then why aren't they used by parents to annually evaluate their children? A study was done looking at the metrics of patients who rate their doctors highly versus mortality rates. The results of the study showed that patients who like their doctors may not be getting the best care. Mortality rates for those doctors are higher than for doctors that did not fare as well in customer satisfaction ratings.
- Emergency Response and Recovery, Dan Huff, City Manager of Molalla, Jamie McLeod-Skinner, Interim City Manager City of Talent, and Martin Montalvo, Public Works Operations Manager City of Wilsonville, gave an overview of the impact of various emergencies that occurred during the past 12 months in their communities. Martin Montalvo indicated one of the key issues is when an emergency condition may occur, it is important to have the staff and City Council aware of potential problems facing the community, so that if it is necessary to declare an emergency, folks are both mentally and otherwise, prepared to deal with the problems. The City of Wilsonville dealt with this winter's severe ice storms. Wilsonville was near the heart of the most damage from ice this past winter. They emphasized FEMA is not coming to rescue you. It is up to the individual community to be prepared.
 - The standard preparation period today is to have individuals self-prepare for a two-week emergency. The previous standard of three days isn't based in reality. Prioritizing actions and letting the community know what those actions are is critical. They had many trees down across major streets as well as local streets. The City made it clear that their first priority was opening the travel surface of the roadway first of major streets, then they would focus on the travel portion of residential streets, and the last part was opening up sidewalks and bike paths first on major streets, then on local streets. This way people had an expectation that the City was proceeding with work and they were not being ignored. Also, in preparation of the emergency, the City put staff on 24-hour shifts so that the response could occur immediately after the danger from falling trees was over.
 - Wilsonville elected officials volunteered to help at a number of locations including operation of the site that was identified for dumping woody debris from the emergency. The City hauled 6,000 cubic yards of woody debris off of rights-of-way, but the City allowed homeowners and contractors to bring debris from private property on the site as well with 18,000 cubic yards being hauled by private individuals located within the City. It was important to have a debris management plan to address this type of emergency. The City of Wilsonville also came up with an estimate of the response costs with those funds being placed in a special account. All charges were charged against this account. This made the FEMA accounting much easier in the event that FEMA aid is ultimately provided. Wilsonville also used the FEMA rates, not City rates for reimbursement. This simplified the accounting as well.
 - Mr. Montalvo also indicated it is important to keep the elected officials out of the Emergency Coordinating Center. That being said, it is important to keep the elected officials fully informed and utilize the officials to address the policy issues that are necessary in response to the emergency.

- Ms. McLeod-Skinner gave an overview of the impact the wildfires had on the City of Talent. The fires worked their way quickly through many parts of the community with firefighters being hampered due to PVC lines melting in houses damaged by fires, which then caused the City's water system to go dry. Firefighters had few options on how to try to address individual structures within the community. She indicated it is important to imagine the unimaginable when considering the types of emergencies that could impact your community. Communications was a huge problem during the fires. There were additional challenges in dealing with language issues during the initial evacuation stages. Many traditional communication lines were down due to the damage that the fire had in knocking out electricity as well as internet.
- Dan Hoff of Molalla indicated the role that local citizens played in addressing fires there. While the City issued evacuation orders, many people stayed to protect their property. While areas immediately outside of Molalla were devastated by the fire, the City itself was spared any significant direct damage.
- Heard an update from Megan Phelan, Assistant City Manager of Lake Oswego, on the Northwest Women's Academy, and from Peter Troedsson, City Manager of City of Albany, who is one of the ICMA West-Coast Regional Vice Presidents on ICMA.
- Had a session on Managing Outsider Comfort Zone a Year Later. This was a session that was put on during our virtual meeting last July relating to the story of racial justice and policing a year later. A number of strategies were identified in the session including blocking off time to work with various groups in the community each week. It is very easy for these initiatives to get sidetracked with the ongoing daily work that cities have to do. It was also suggested that cities create externships to send folks out to get the exposure to other cultures. Having city staff members that have experienced a different culture can be one of the best ways to grow appreciation for the difference that exists from culture to culture. Affinity groups can help staff in larger cities to have better belonging to the organization. We will all make mistakes as we go forward in addressing racial justice issues. It is important not to be paralyzed by the fear of making a mistake. You need to own them and move on. It is also important to enforce the good work that is being done, keep it out of politics, identify a vision, and keep to that vision.
- A session on Reimagining Community Engagement that was facilitated by Sara Singer Wilson, Principal/Owner SSW Consulting. This session focused on lessons learned during the pandemic that can be used to increase community engagement going forward. The pandemic saw a high use of social media, expedient expansion of the use of technology for virtual meetings, and fundamentally changed how and who had access for the policy making process. The time period of COVID did leave those who were not digitally connected out of any of these conversations. In Eugene, COVID, the racial divide, and homelessness were the big issues. The challenges that Eugene faced was engagement fatigue. Folks were getting tired of responding to engagement issues. The City of Florence made a number of changes including adding requests for email addresses on their business licenses and compiling that information to communicate with those businesses.

- In the City of Gresham, it was indicated that going back to normal is not necessarily the best thing to do. It is important not to retreat back to the old way of doing things. Currently, getting representative engagement continues to be a problem even with added digital outreach that can occur. Engagement typically includes only those most impacted one way or another by an issue, not the majority of residents in the community. It is also important for cities to let folks know we don't have all the answers. Gresham has had a significant effort to reach out to two groups that have not participated in these policy dialogues in the past. It takes years to build trust, and their success in this outreach remains limited. They also indicated that it is important to assume folks participating in these sessions haven't reviewed background information. While it may seem redundant, it is important to provide background information so that folks can then carry on the dialogue from that point instead of based on assumptions that may or may not be correct.
- Attended a session provided by Nick Arnett, author of the book Stress into Strengths, who indicates that some level of stress is part of human nature. Stress in and of itself is not a bad thing, however, there needs to be time to balance the stressful activities with periods of renewal as well. There are a number of sources for renewal including exercise, sleep, and connecting with other people. During COVID, some of the social interactions were limited, which reduced the ability of some people to have adequate recharge and renewal periods.
- Eileen Stein and I gave an update on the ICMA 107th Annual Conference on behalf of the OCCMA host committee. The session concluded with the annual round robin with peers in which various subjects and interests were brought up with conference participants providing their experience, input, or ideas on each of the topics. One of the bigger topics related how cities are moving forward with the new technologies that have been incorporated in public meetings during COVID. While a number of cities were resuming in-person Council and committee meetings, a number were still continuing virtual participation in those meetings. One Council Chamber in a larger city is converting their camera system to a voice-activated system so that they don't need a videographer. We can currently do the meetings showing the entire Council, but we need a videographer when we are having the cameras focus on the individual Councilors who are speaking at that time. We will also be looking at incorporating Zoom into the Granicus live-stream so that we could have Zoom participants participating in an in-person conference.

I really enjoyed having the opportunity to participate in the OCCMA Summer Conference. It was really renewing to be around my peers and share experiences over the last 15 months.

- Derrick Tokos, David Allen, and I met regarding the proposal from Bird Scooters. We have notified Bird Scooters that we will be looking at pulling this together in the fall for consideration for rollout in 2022. We currently don't have the capacity to deal with the various regulatory issues to have anything in place for this summer.
- The weekly drought committee meeting was cancelled since there are no new developments on the drought.

- Peggy Hawker and I met with Councilors Parker and Jacobi to discuss the single-use food serving item regulations that are on for a public hearing for the July 19 meeting. We discussed a number of options and ideas that are incorporated in the report and draft ordinance that is part of the agenda packet. Councilor Jacobi also asked for status on the use of homeless funds appropriated by the Council. It is my intent to pull together a small group to outline what some of the possibilities are with these funds and then potentially engage others in that process going forward. I will be meeting with a few key stakeholders after I am back from vacation to get the ball rolling on this effort.
- Derrick Tokos and I met with James Bassingthwaite, Larry Henson, and Kathy Kowtko from the Lincoln County Housing Authority for an update on their housing plans. As you know the housing commission is in the process of selling a number of their family homes in Newport and other locations in Lincoln County. It's their intent to use the proceeds from these sales to develop additional senior housing since the demand for one-bedroom units is substantially greater than for family units at this time. In addition, they are giving preference to individuals within the "working family" salary ranges for the sale of the individual homes, to help address that aspect of housing in Lincoln County. At this point the housing commission does not have a specific plan as to what direction they will be going with additional housing in the future. They definitely would like to have more multi-family housing catering to seniors somewhere in the center of Newport, close to services. Derrick and I talked about City Center and some of the efforts that are going on there. The housing commission could be a partner or participant as we look for ways to rejuvenate this area. I have suggested they consider providing an update to the Council at some point in the future.
- Mike Murzynsky, Steve Baugher, Dave Powell, Jason Maxon, Clare Paul, and I met with Rob Moody, Jordan Henderson, and Courtney Seto to discuss the review of our utility billing processes and lay out procedures to avoid some of the areas we have discovered recently that have led to inappropriate charges being made, particularly relating to major commercial and industrial users. Part of this will include an audit of all compound meters to assure the proper data has been entered into Caselle so that we are getting accurate readings. While this appears to be an isolated situation, in two cases there has been a substantial overcharge that impacts our utility funds ability to fund future projects until those overcharges are addressed. They will review our entire processes from the point in which Public Works installed the meters, the way they convey that information to Finance, and the way Finance makes any changes in the accounts, so that we can more easily follow-up on these types of situations in the future.
- Held a bi-weekly meetings with Jason, Rob, and Lance to review their individual department operations.
- David Allen, Derrick Tokos, Peggy Hawker, and I met with Jan Kaplan and Tom Briggs regarding the Nye Beach Neighborhood Association. This will be coming before the City Council at the August 2 meeting, and will be the first neighborhood recognition requested, compliant with the City's resolution for recognizing neighborhood associations. Appreciate all the hard work that Jan Kaplan and others have done in order to bring this to fruition.

- Mike Murzynsky, Linda Wertman, David Allen, and I met to continue work on the development of a comprehensive purchasing policy for the City. We will be ordering an update from Local Government Law Group to incorporate the public contract provisions in our policy. The goods and services will be specific to the City of Newport. I think we are making headway on this, and I hope to have something in place by this fall.
- Met with Mike Murzynsky about getting information out to our City customers on WaterSmart. These are services we hope to have in place by the first of September.
- Held a bi-monthly meeting with Laura to discuss library operations. The roof project is nearly complete at the library, and the window project will be proceeding next. The library is open four days a week, and use is on an upswing.
- Met with Jason Holland, Executive Director of OCCA, on a variety of issues relating to the PAC and the VAC. The first meeting was held with the architects in the City and OCCA regarding the first phase of the architectural work to rescope and cost out some of the improvements that are part of the Phase VII development plans for the Performing Arts Center. The first program at the VAC since COVID was held on Sunday, July 18.
- Derrick Tokos, David Allen, and I met with Matt Updenkelder from CoastCom to collect additional information regarding the use of under bay conduits. This is part of our discussion and working through issues with the PUD on their request to use one of the conduits under the Bay.
- Participated in an interview with KOIN 6 News on Pacific Seafood's contribution of funds back to the City to continue improvements with the water system that resulted as part of the overbilling with Pacific Seafood.
- Mayor Sawyer, Council President Hall, David Allen, and I met for our quarterly review. This is part of the evaluation process that has been put into place by the Council. With COVID this is our first quarterly review that has been conducted since Council evaluation. One of the issues that I shared with the Mayor and Council President is that as an organization we are feeling a bit overwhelmed at this point with everything we had to do to come out of COVID processes, dealing with a variety of issues relating to the Big Creek Dam and various funding scenarios from the federal government, closing out the budget, and accepting the audit at the same time (Usually they are six months apart, and we can focus on one and then the other, not both at the same time.), and dealing with the backlog in position vacancies that we have had. As a result, during this time, I've had to triage a number of issues that either needed to be taken care of at this time or that I could put off for a later point. Catching up with the backlog is going to take some time and I ask for the Council's patience for the organization in responding to any new ideas that come up until we can catch up from a number of things we've got in motion at this point. Overall, I appreciated the comments that were shared with me. They are always helpful to understand what we can do better, what we can do differently, and what is going well.
- Participated as the Mayor's guest in the KNPT radio show to talk about the Room Tax. Mayor Sawyer and I met with the Oregon Restaurant and Lodging Association (ORLA) to discuss the food tax. They expressed concern over the expenses for restaurants to gear up to collect this tax. They were concerned about how it would

impact the competitiveness of Newport restaurants with other restaurants and expressed concerns on the impact the tax may have on tips for restaurant employees. We indicated the Council will hold a public hearing on July 19 and the matter isn't going to be decided by the Council, but would be referred to the voters for an up or down vote potentially in November. ORLA does not support a tax singling out restaurants. They asked whether the City considered a general sales tax that would affect all business sectors equally. We provided the framework and the history for this tax and indicated part of this issue is to share the burden of maintaining services and infrastructure in the City with the visitors that make up a substantial part of our population during peak tourism times.

- Participated in an Urban Renewal meeting with the Council on Thursday, July 15.
- Prepared agenda items for the July 19 City Council meeting.
- Held bi-weekly meetings with Richard Dutton and Mike Cavanaugh to discuss departmental issues.
- Met with Jason Malloy and Barb James regarding our retire-rehire program. We are proceeding with this with Chief Malloy. We will be entering into an employment agreement for a two-year term with Chief Malloy once he retires from PERS. As indicated earlier this will result in retirement, vacation, and sick leave savings for the City of Newport.
- Met with Tia Cavender to discuss status of a number of projects that Dig Deep Research is working on for the City.
- Met with our two candidates for City Engineer to try to finalize this process. I certainly apologize for the delay in deciding on how to proceed with filling this position. Both candidates bring strengths to the position, and I will decide on the City Engineer position prior to leaving for vacation.
- Participated on a phone conversation with the Shilo Inn regarding resolution of the billing issues with the Shilo.
- David Allen, Dave Powell, Clare Paul, Andrew Grant, and Stephanie Kerns, and I participated in a meeting with Rogue to continue working on our consent agreement. We had a very productive meeting. Rogue's inhouse attorney has resigned to accept another position, and we are working with a contract attorney on Rogue's behalf that is very familiar with these types of agreements. We are optimistic that we will have an agreement by September.
- Lance Vanderbeck, Derrick Tokos, and I participated in a meeting at the County regarding moving forward with the Lincoln County Animal Shelter. The County has retained architectural services to proceed with this project. The meeting we participated in was followed up by an onsite tour to identify issues that will need to be addressed during the design phase of this project. The County was interested in potentially participating in a local septic system that is currently being reviewed by the South Beach Refinement Plan as one of the final Urban Renewal projects.

Upcoming Events:

- Tuesday, July 20 through August 10 I will be taking vacation time to drive to Michigan. During this time, Peggy Hawker will be serving as acting city manager. Council has excused my attendance from the August 2 City Council meeting.
- August 30, a town hall meeting is scheduled with the location to be announced.

- Monday, September 6, City Hall will be closed in observance of Labor Day.
- October 2-6, I plan to attend the ICMA Annual Conference in Portland, OR. I have been excused from attending the October 4 City Council meeting.
- October 21-23 is the 96th League of Oregon Cities Annual Conference in Bend.
- Thursday, November 11, City Hall will be closed in observance of Veteran's Day.
- Thursday, November 25 and Friday, November 26 City Hall will be closed due to the Thanksgiving holiday.
- Thursday, December 23 City Hall will be closed half-day due to the Christmas holiday, and all day on Friday, December 24.
- Friday, December 31, City Hall will be closed in observance of the New Year's holiday.

Attachments:

- Attached are some stats for the year ending June 30 for the Newport Municipal Airport operations. Overall, air traffic has recovered nicely since COVID. Fuel sales are back up, and rental cars and courtesy cars are up significantly from the past year in the first six months of this year.
- Attached is a photo that Lance provided from Spokane, Washington, with the company picking up Bird scooters. You can see them in the back of the truck.
- Attached is an article in the Municipal Water Leader on Dig Deep Research with a photo of the Big Creek Dam.
- Attached is a copy of the article I submitted to the Michigan Municipal Executives on the passing of the OCCMA Presidential Lantern in Oregon.
- Attached is a report compiled by Alan Fujishin from Gibson Farms on the status of the drought.

I hope everyone enjoys the next couple months of summer. I am looking forward to my "renewal" time, my road trip to Michigan and back. It will feel great to get away for some vacation time, but I am looking forward to all the major challenges we have ahead of us as we roll into this new fiscal year.

Respectfully Submitted,

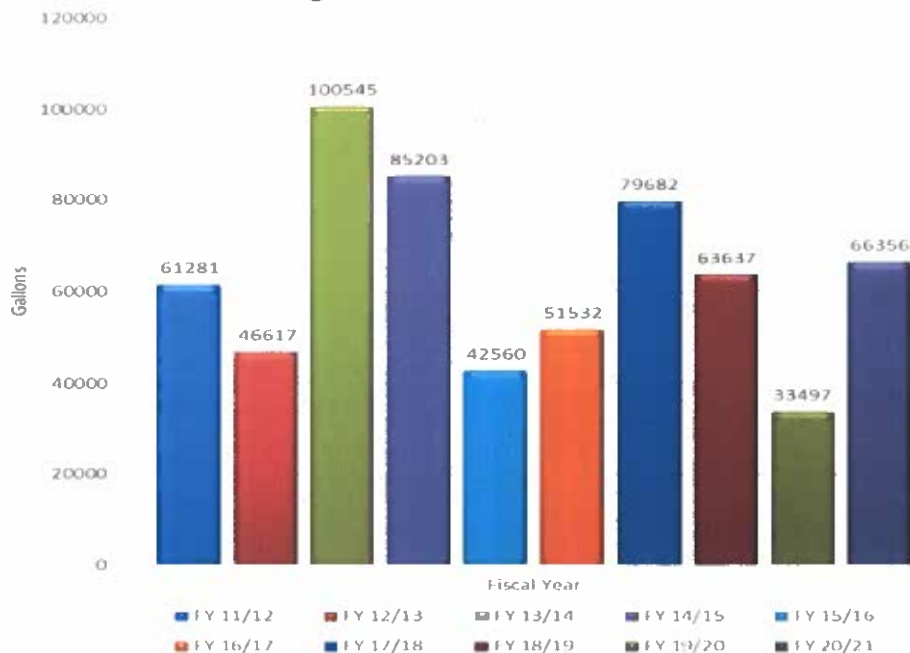


Spencer R. Nebel, City Manager

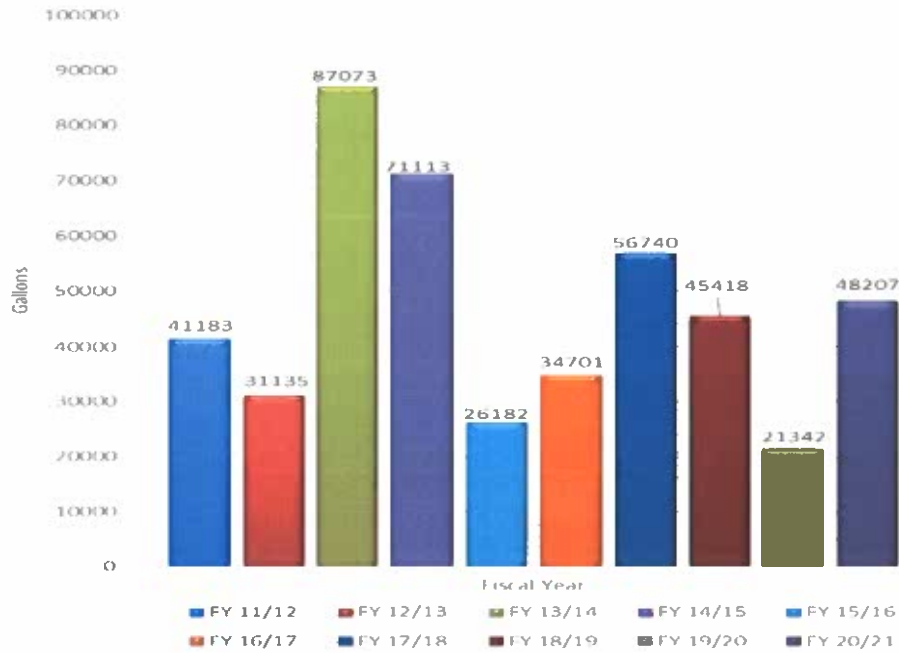
cc: Department Heads

| Aircraft Quantity | | | | Fuel Consumption | | | |
|-------------------|--------------|--------------|--------------|------------------|--------------|---------------|---------------|
| Month | IN | OUT | Tot.A.O | Jet A | Av Gas | Self Serve | Total |
| July | 304 | 300 | 604 | 3067 | 0 | 1944 | 5011 |
| Aug | 412 | 416 | 828 | 4424 | 0 | 3104 | 7528 |
| Sept | 238 | 228 | 466 | 4150 | 0 | 1193 | 5343 |
| Oct | 314 | 324 | 638 | 4995 | 0 | 1314 | 6309 |
| Nov | 203 | 201 | 404 | 2228 | 0 | 744 | 2972 |
| Dec | 265 | 273 | 538 | 2005 | 18 | 781 | 2804 |
| Jan | 277 | 278 | 555 | 4429 | 12 | 755 | 5195 |
| Feb | 242 | 246 | 488 | 3454 | 0 | 413 | 3867 |
| Mar | 309 | 307 | 616 | 2096 | 0 | 1209 | 3305 |
| Apr | 300 | 305 | 605 | 3227 | 0 | 973 | 4200 |
| May | 314 | 311 | 625 | 5916 | 0 | 2602 | 8518 |
| Jun | 348 | 349 | 697 | 8216 | 428 | 2660 | 11304 |
| Cur. FY | 3526 | 3538 | 7064 | 48207 | 457 | 17691 | 66356 |
| FY/19/20 | 3408 | 3438 | 6846 | 21342 | 4544 | 7602 | 33488 |
| FY 18/19 | 3826 | 3860 | 7686 | 45418 | 5768 | 13458 | 64643 |
| FY 17/18 | 4008 | 4033 | 8041 | 56740 | 5579 | 17363 | 79682 |
| FY 16/17 | 3685 | 3701 | 7386 | 34701 | 5001 | 11830 | 51532 |
| FY 15/16 | 4263 | 4234 | 8497 | 26182 | 7854 | 8524 | 42560 |
| FY 14/15 | 3686 | 3572 | 7258 | 71113 | 5985 | 8103 | 85201 |
| FY 13/14 | 3199 | 2914 | 6113 | 87073 | 4098 | 9374 | 100546 |
| FY 12/13 | 3121 | 3083 | 6204 | 31135 | 4430 | 11049 | 46614 |
| FY 12/11 | 3219 | 3181 | 6400 | 41183 | 4275 | 15823 | 61281 |
| FY 10/11 | 3023 | 3085 | 6108 | 73458 | 4119 | 12004 | 89581 |
| FY Total | 38964 | 38639 | 77603 | 536552 | 52110 | 132821 | 721483 |
| Average | 3544 | 3510 | 7054 | 48835 | 5165 | 11513 | 65513 |

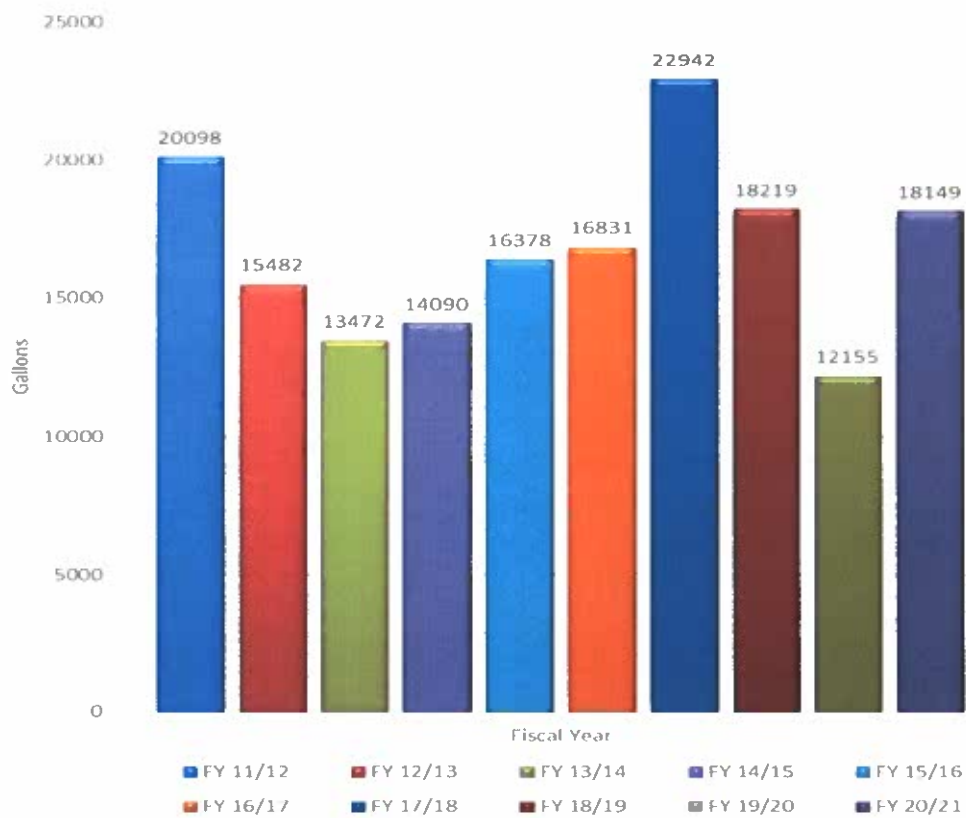
Fiscal year comparison of total gallons of fuel sold.



Jet-A sales per Fiscal Year



100LL sales per Fiscal Year



| Rental Cars | | | | | | | | | |
|--------------|------------|-----------|------------|-----------|------------|------------|------------|------------|------------|
| CY | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 |
| JAN | 2 | 2 | 11 | 4 | 2 | 24 | 38 | 25 | 35 |
| FEB | 5 | 4 | 8 | 4 | 23 | 37 | 27 | 41 | 29 |
| MAR | 9 | 5 | 7 | 4 | 14 | 24 | 59 | 38 | 32 |
| APR | 4 | 5 | 10 | 7 | 25 | 35 | 49 | 24 | 52 |
| MAY | 14 | 9 | 8 | 4 | 24 | 40 | 62 | 37 | 50 |
| JUN | 9 | 12 | 28 | 8 | 28 | 36 | 68 | 27 | 51 |
| JUL | 22 | 16 | 30 | 16 | 55 | 67 | 93 | 34 | |
| AUG | 24 | 3 | 25 | 10 | 53 | 55 | 93 | 51 | |
| SEP | 14 | 10 | 14 | 16 | 37 | 54 | 63 | 43 | |
| OCT | 8 | 5 | 13 | 9 | 22 | 39 | 42 | 49 | |
| NOV | 14 | 2 | 11 | 3 | 21 | 40 | 39 | 22 | |
| DEC | 1 | 1 | 4 | 7 | 25 | 25 | 30 | 29 | |
| Total | 126 | 74 | 169 | 92 | 329 | 476 | 663 | 420 | 249 |

| Courtesy Cars Loaned Out | | | | | | | | | | |
|--------------------------|-----------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| CY | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 |
| JAN | 0 | 0 | 33 | 23 | 28 | 21 | 16 | 31 | 22 | 30 |
| FEB | 2 | 0 | 16 | 17 | 23 | 21 | 24 | 14 | 32 | 21 |
| MAR | 2 | 0 | 29 | 41 | 25 | 32 | 32 | 46 | 29 | 38 |
| APR | 2 | 0 | 28 | 36 | 42 | 26 | 32 | 40 | 0 | 39 |
| MAY | 9 | 0 | 29 | 20 | 45 | 51 | 39 | 39 | 0 | 35 |
| JUN | 14 | 0 | 19 | 43 | 48 | 37 | 54 | 40 | 1 | 44 |
| JUL | 10 | 28 | 39 | 41 | 52 | 57 | 53 | 52 | 8 | |
| AUG | 0 | 27 | 19 | 38 | 43 | 45 | 35 | 43 | 14 | |
| SEP | 0 | 25 | 25 | 32 | 31 | 45 | 43 | 34 | 24 | |
| OCT | 0 | 35 | 12 | 22 | 14 | 41 | 34 | 47 | 34 | |
| NOV | 0 | 22 | 19 | 29 | 22 | 11 | 28 | 36 | 24 | |
| DEC | 0 | 8 | 10 | 16 | 17 | 17 | 11 | 22 | 25 | |
| Total | 39 | 145 | 278 | 358 | 390 | 404 | 401 | 444 | 213 | 207 |

I have attached our local area's fuel prices for Jet-A and 100LL.

Jet-A prices within 65 miles of Newport, OR 97365

Jet A

\$3.99—\$5.50

Average \$4.20

KONP Newport Municipal Airport Newport, OR
Newport Municipal Airport Phillips 66 FS \$4.15

KCVO Corvallis Municipal Airport Corvallis, OR
Corvallis Aero Service EPIC FS \$4.89

6S2 Florence Municipal Airport Florence, OR
Florence Airport Volunteer Group SS \$4.06

Albany Municipal Airport Albany, OR
Infinite Air Center, LLC FS \$3.99

KEUG Mahlon Sweet Field Airport Eugene, OR
Atlantic Aviation EPIC FS \$5.50

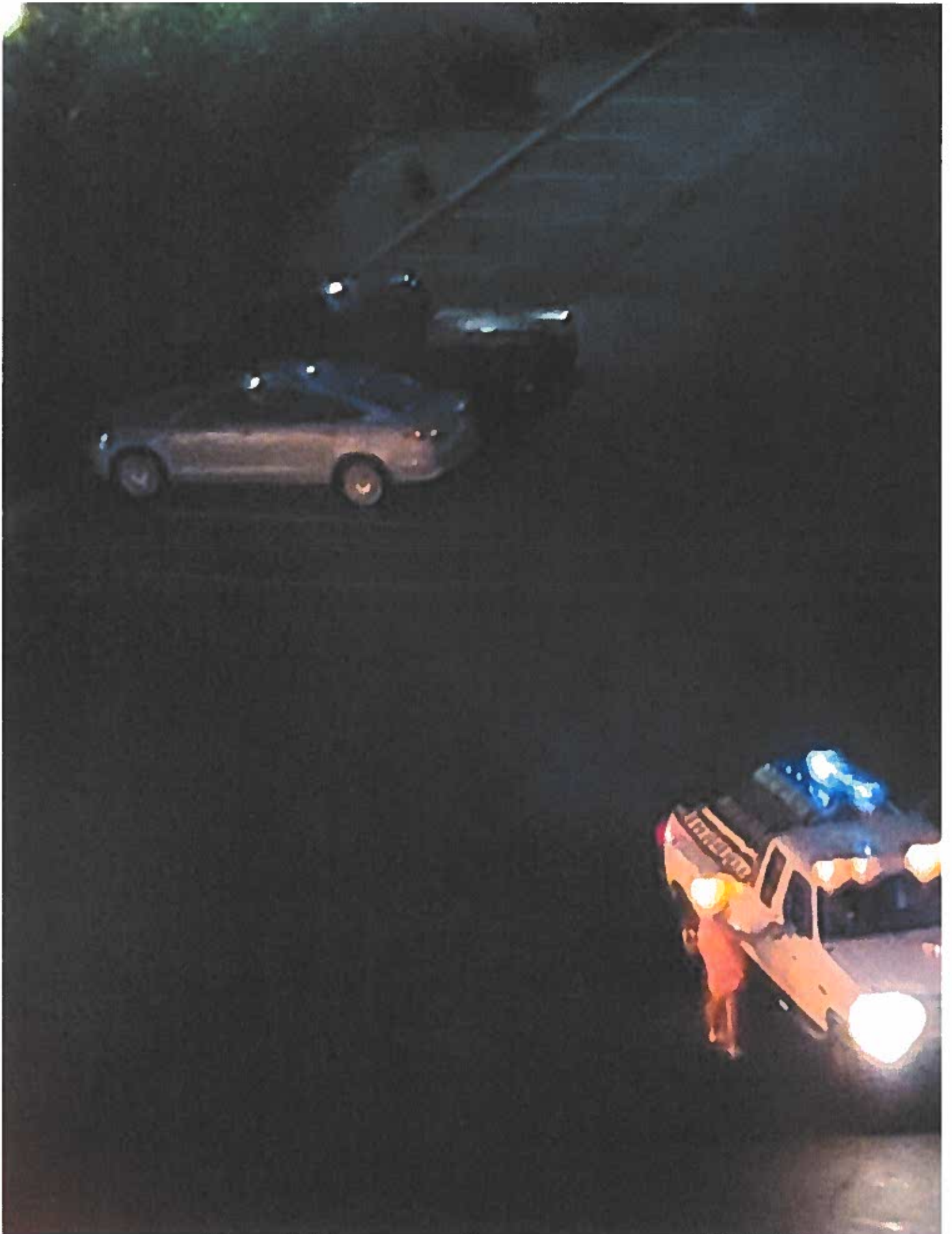
KSLE McNary Field Airport Salem, OR
Salem Aviation Fueling @ Salem Air Center EPIC FS \$4.50

KTMK Tillamook Airport Tillamook, OR
Tillamook Airport Phillips 66 PS \$4.00

KMMV McMinnville Municipal Airport McMinnville, OR
Cirrus Aviation Epic \$3.99

77S Hobby Field Airport Creswell, OR
Creswell Airport Phillips 66 SS \$3.99

17S Chehalem Airpark Newberg, OR
Precision Helicopters PS \$4.14



Dig Deep Research: Helping Municipalities Follow the Money for Infrastructure



Dig Deep helped secure funding for the Big Creek Dam project, Newport, Oregon.

Grants are vital tools for maintaining and upgrading water infrastructure, but they can be hard to locate and difficult to win. The decentralized nature of information on available grants means that municipal water providers often miss opportunities. To solve this problem, Tia Cavender and Fernando Gonzalez of Dig Deep Research set out to provide a comprehensive database of water infrastructure grants from government agencies. In this interview, Ms. Cavender and Mr. Gonzalez tell Municipal Water Leader about municipalities' difficulties in finding and obtaining grants, how Dig Deep is providing a central repository of available grants, and how this information is enabling municipal water managers to maximize their dollars for maintaining and upgrading their infrastructure, even during the pandemic.

Municipal Water Leader: Please tell us about your backgrounds.

Tia Cavender: I am the CEO and founder of Dig Deep Research. We were founded in 2010 to help municipalities and agencies secure capital funding for water infrastructure projects. My background is in research, specifically for funding. I saw that more needed to be done to help engineers and municipalities get smart about the funding landscape and how to navigate it. I wanted them be able to take advantage of the best funding opportunities for their projects.

Fernando Gonzalez: I've been a researcher with Dig Deep for almost a year now. I'm a software engineer and database administrator from Brazil. I have worked in the software development industry for 20 years.

Municipal Water Leader: Tell us about your new service.

Tia Cavender: Dig Deep's Grant Pursuit Strategy (GPS) provides a roadmap for municipalities to identify which grants they should pursue and in which order. The GPS lays out which grants are the best fit for their projects and which ones they'll be most competitive for and includes in-depth data analysis performed by our team. The result is a set of customized recommendations for pursuing external funds. This way, clients are pursuing exactly the right grants rather than chasing after funding that they might not be competitive enough to win.

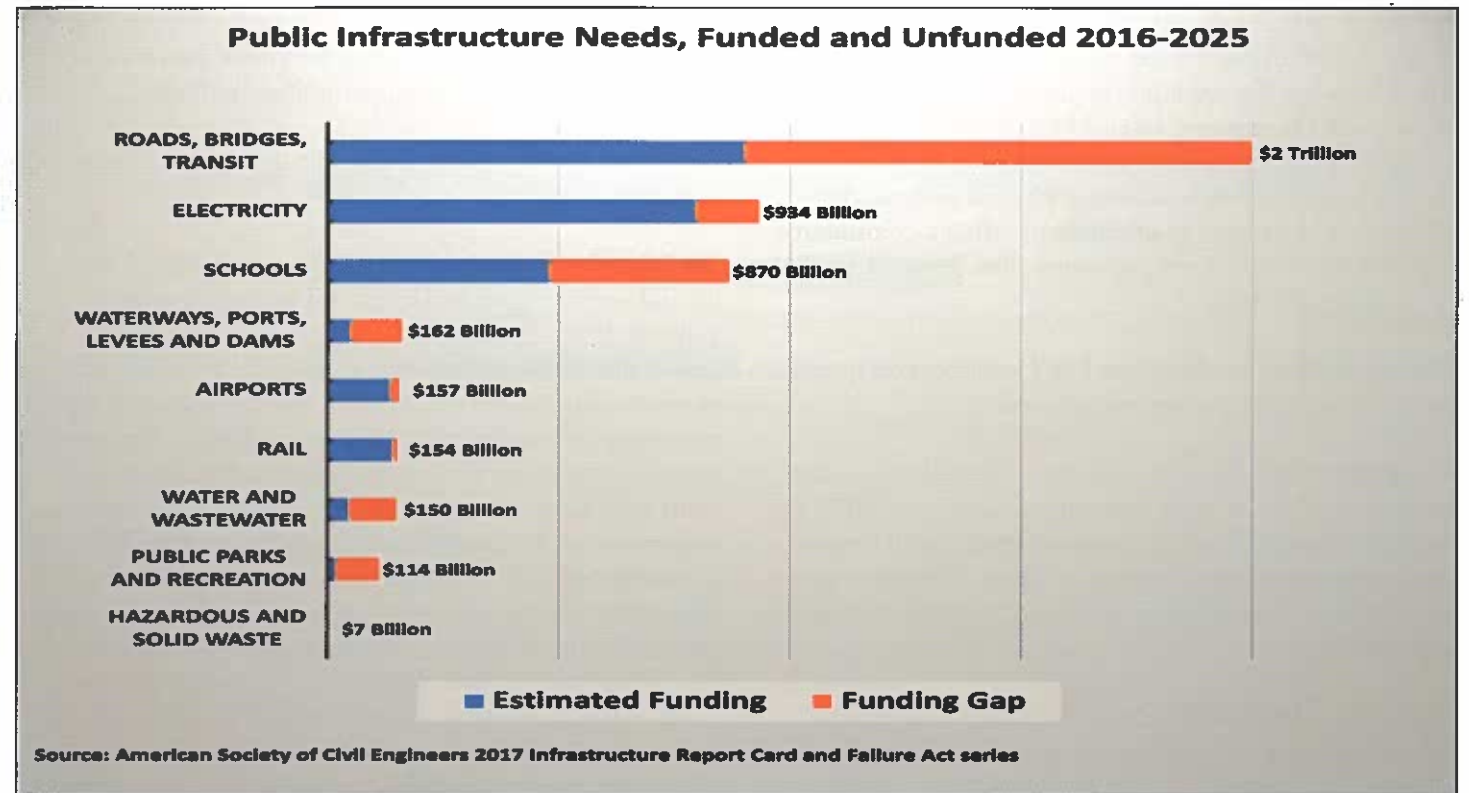
Municipal Water Leader: What are the critical funding issues facing local water utility providers today?

Tia Cavender: One of the biggest challenges is a lack of funding. The US Water Alliance and the American Society of Civil Engineers estimate that the federal government needs to invest a total of \$109 billion per year in water infrastructure over the next 20 years to close the water infrastructure gap. What's available in federal and state grants can meet only a fraction of the need. This pits municipalities against one another, making the competition for scarce funds fierce. As a result, only a small proportion of grant applicants are actually successful.

Municipal Water Leader: How can local water utility providers best prepare to pursue water infrastructure funding?

Tia Cavender: First, they should use every opportunity to advocate for more funding at the local, state, and federal levels. For themselves, the best preparation is to plan ahead and start early. They should not wait until a project is shovel ready. They should decide which grants to pursue at least

PHOTO COURTESY OF DIG DEEP RESEARCH



2 years ahead of when they actually need the money. Also, they need to secure funding for the planning and design phases, not just construction.

Waste of a Valuable Resource

- Annual U.S. water main breaks = 262,800
- Average = 1 break every 2 minutes
- 6 billion gallons of treated water lost every day

Source: Utah State University Buried Structure Laboratory study

Municipal Water Leader: How can providers balance the need to keep water rates low for customers with addressing the ever-increasing cost of repairing aging infrastructure?

Tia Cavender: Really, strategic grants planning is their best ally. It lets municipalities leverage their water revenues and fees as matching funds for external funding. It stretches taxpayer dollars and customer fees as far as possible. The alternative is waiting until they need the money and then having to fund 100 percent of the project with water user fees.

Municipal Water Leader: In what ways has the pandemic affected water infrastructure funding?

Tia Cavender: Communities are really struggling. Many have lost significant revenue. What we're seeing across the United States are cuts of 17-21 percent in capital budgets.

This means critical water infrastructure, wastewater, and storm water projects are being put on hold because there's not enough money. These projects are for repairs and upgrades that are really needed and that affect people's lives. Unfortunately, since more municipalities are pursuing the same small number of grants for more and more projects, the grants landscape is becoming even more competitive.

Municipal Water Leader: How exactly do you help a municipality target funding sources?

Tia Cavender: Dig Deep's GPS pinpoints exactly which grants to pursue so that municipalities aren't spending a lot of time researching, identifying, and chasing after funding that might not pan out. The GPS helps communities plan ahead so that they know exactly which grant applications are coming up next year (and the year after) so that they can budget matching funds, staff time, and any other costs.

Also, our product helps municipalities leverage one funding source with another. For instance, if a local government has \$1 million in matching funds and uses it to successfully pursue a state grant that provides another \$3 million, it can make the local government more competitive for federal funds. It allows the community to optimize the funding potential for water infrastructure projects.

Municipal Water Leader: Do you mainly provide information about government-provided funds?

Tia Cavender: Yes. The majority of what we help municipalities get is government funding, because it has

the largest award amounts. We also help identify cases in which low-interest loans might be a better option for a municipality. For example, securing a low-interest loan at an annual percentage rate (APR) of 1–2.5 percent will provide significant savings above the rates available on the geobond market, which might be 3.5 percent APR. While it may be hard to understand, often a community can save more in interest payments than it would be able to win in grant funds.

Municipal Water Leader: Does Dig Deep focus on specific parts of the country, or are you national?

Tia Cavender: We have the expertise to help clients in any state, especially with federal funding. In 2020 and 2021, we have been specializing in Colorado, Hawaii, and Oregon, and we have particular expertise in all the 17 western states served by the Bureau of Reclamation. The GPS is applicable anywhere.

Municipal Water Leader: Can you quantify how many different sources are out there for potential clients in Colorado or Oregon?

Tia Cavender: Yes. Our proprietary database tracks capital grants for water infrastructure, and we can analyze them by state or many other factors. It's astonishing how the number of state opportunities varies by state. For instance, in Colorado, there are 58 state and federal grants and 9 low-interest loan programs available for water infrastructure projects. Contrast that with Oregon, where 72 state and federal grants and 13 low-interest loans are available.

Based on aggregate analysis we have done, we can say that, on average, grants to support wastewater projects make up approximately 18 percent of total water infrastructure

funding. That tells us that drinking water and storm water projects have more opportunities for grants than wastewater projects, which have more opportunities for loans.

Municipal Water Leader: Tell us about how you come up with this idea.

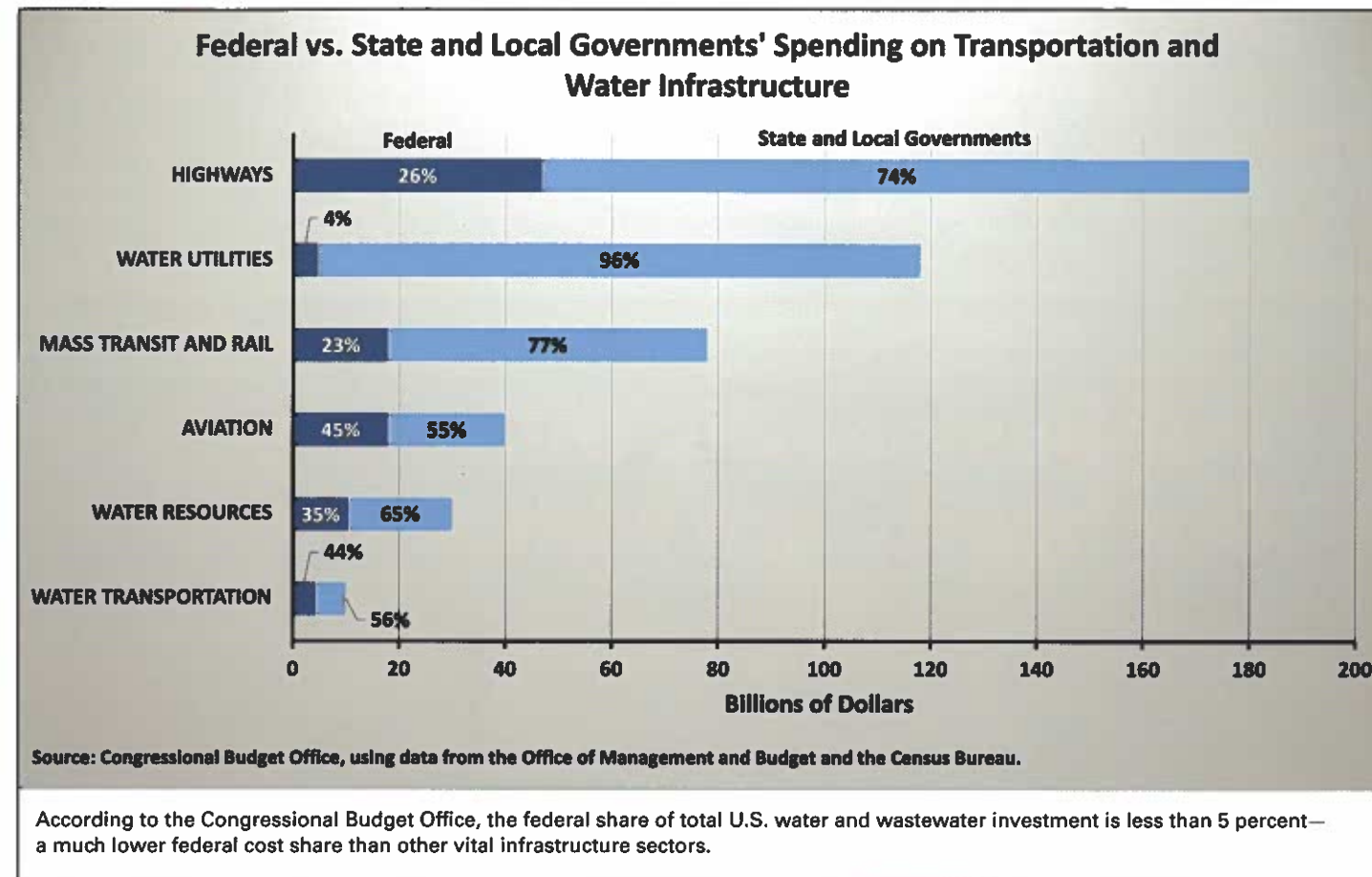
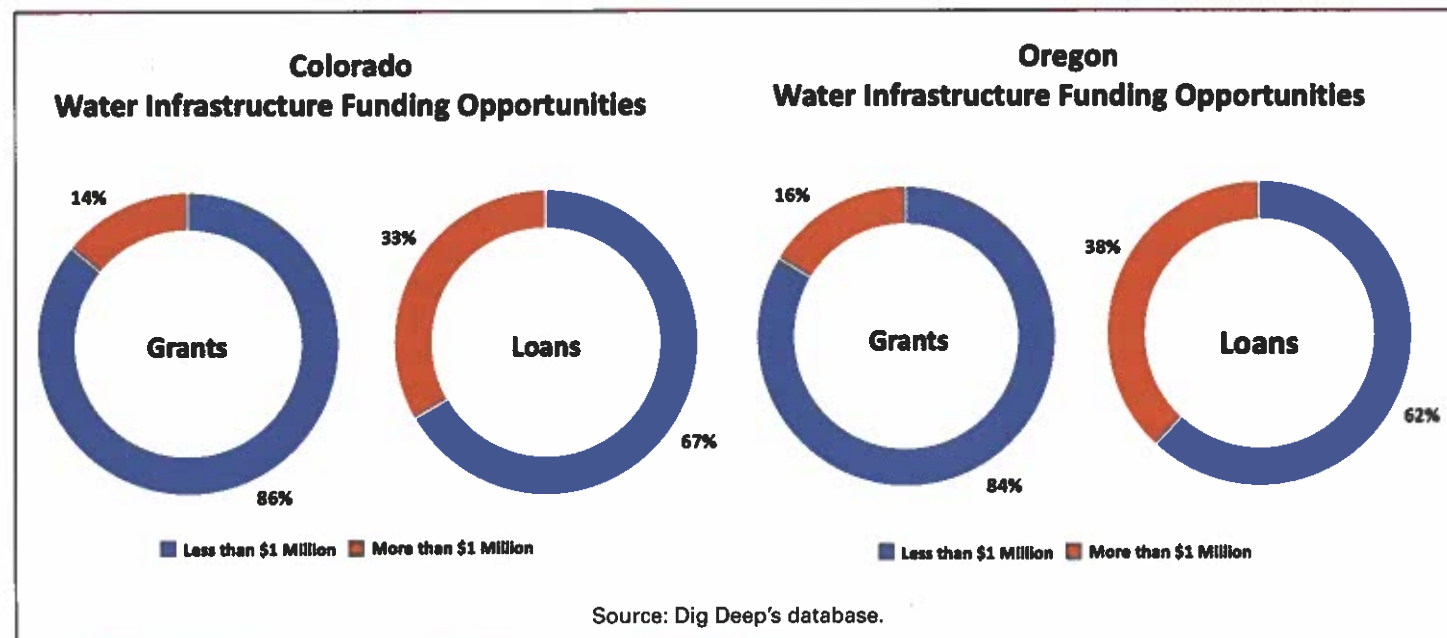
Tia Cavender: I came up with this idea back when I was an end user trying to find grants for brick-and-mortar projects. It was frustrating, because there is an immense gap in this information. There's a place for federal grants; there are databases of foundations; but there is no central repository to search that is focused on capital infrastructure grants, not even for those in one state. In fact, many states don't even have one place to look for all their own funding opportunities. You have to go to multiple websites and search through the information for every single department that might offer grants. I saw too many municipalities fail to get grants simply because they didn't know that they should plan for all that research time.

In response, we designed our own grants database. It has one purpose and one purpose only: finding and tracking grants for capital water infrastructure projects. We started in 2010 and have kept improving it since then. With the

Federal Agencies Most Committed to Water Related Capital Projects

- Bureau of Reclamation
- Federal Emergency Management Agency
- U.S. Department of Agriculture

Source: Dig Deep's proprietary capital grants database, 2021.



addition of Fernando to our team in the past year, we are now able to make these data more accessible to communities in need and to help as many clients as possible.

Fernando Gonzalez: As someone who has made a career of finding and analyzing data, I can tell you it's challenging to locate and understand the information about grants that is posted on government websites. So our team has done that work for you. In addition to publicly available data, we add our team's personal knowledge and experience with funding sources to give personalized advice to clients on targeting their funding pursuits.

Municipal Water Leader: How does your database handle the unexpected, like a pandemic or stimulus funding?

Tia Cavender: It has been a lifesaver, actually. We can quickly access information on which funding sources are still available and which have been put on hiatus during the pandemic because the funds for those programs are tight. We also track legislation closely. For example, we were able to determine that the recently authorized stimulus funds that will be distributed soon to local government, counties, and state agencies can be used for water and wastewater infrastructure. Although the funds were created specifically for COVID-19 relief, the federal government recognizes that many of communities put essential infrastructure

projects on hold, so municipalities are able to use stimulus funds to pay for those.

This type of knowledge helps us advise our clients well. For example, it might be smarter for a community to earmark a portion of its stimulus funds for a water infrastructure project. Why? Because that makes for a great success story that the community can share with its federal delegation. Then it can point to how it invested its dollars to help meet a critical community need, rather than just putting the dollars into the general fund. That tells a much more compelling story and will contribute to educating our leaders about how much more federal investment is needed.



Tia Cavender is the CEO of Dig Deep Research. She can be reached at tia@godigdeep.com.



Fernando Gonzalez is a database and IT manager for Dig Deep Research. He can be reached at fernando@godigdeep.com.



A State Affiliate of ICMA

Passing the Lantern in Oregon

By Spencer R. Nebel

Two former members of the Michigan Municipal Executives handed off the Oregon City/County Management Association's (OCCMA) President's Lantern at the OCCMA Summer Conference in Bend, Oregon. Newport, Oregon City Manager Spencer Nebel, former City Manager in Sault Ste. Marie and Past President of MME (formally MLGMA) served as President of OCCMA in 2020. Salem, Oregon City Manager Steve Powers, former City Administrator of Ann Arbor, is currently serving as President of OCCMA. A peaceful transition of power occurred.



On October 2-6, OCCMA will be hosting the 107th ICMA Annual Conference in Portland Oregon. Steve and Spencer invite our former MME colleagues to Portland for the first in-person ICMA Conference since the emergence of COVID.

Spencer R. Nebel is the former city manager in Sault Ste. Marie and past president of the Michigan Municipal executives.

Share!



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In-Person Summer Conference Set
July 8, 2021

Addressing Your Concerns
July 8, 2021

MME Programs for You
July 8, 2021

CODE OF ETHICS Tenet 7 and Advocating for Public Issues
July 8, 2021

JOIN THE NETWORK



[recent_discussions group_id=6781867 d=3 c=0]

Contact Information

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Membership Services:

Email: membership@mme.org

Conference Registration:

Email: registration@mme.org

MME Listserv:

Email: listmanager@mme.org

MME Website:

Email: webposting@mml.org

Gibson Family Farms, Siletz

12 July 2021

Kaety Jacobson, Lincoln County Board of Commissioners
225 W. Olive St
Newport, OR 97365

RE: Current Lincoln County Drought Impacts & Forecast

Impacts & Forecasts:

- **Ag Summary:** Lack of appreciable rainfall since our last update has further sapped agricultural soil moistures. Cool season forage grasses that were not grazed or clipped earlier in the season, or irrigated, are going summer dormant for lack of moisture. Vegetative growth on all species has stalled. While not record breaking, warm temperatures have supported rapid hay production and forage harvest is about 65% complete in the Siletz Valley. Total yields across all properties have settled around 60% of normal. Market gardeners with access to irrigation are producing some really nice looking vegetables these weeks, although some report that certain plots were damaged or failed during the record heatwave June 27.
- ODF has initiated Industrial Fire Precaution Level 1 (IFPL-1, Fire Season in Effect) in our area, and is indicating **HIGH Fire Danger** across our area.¹ USDA-USFS is indicating **MODERATE fire danger** in the Siuslaw National Forest.²
- The **US Drought Monitor** maintains the northern half of Lincoln County in D1 (Moderate Drought) The southern half of the County is still estimated D2 (Severe Drought).³ Severe Drought conditions are estimated in the lowlands of nearby Lane County (see attached map).
- Lane and Coos Counties joined Lincoln in declaring local drought emergencies last month. **Twenty-two (22)** Oregon counties have requested **Drought Declarations**. **Nineteen (19)** are under **Governor-Declared Drought Emergencies**, the nearest being Douglas County.⁴
- State climate forecasts for the Coastal Zone predict **above-average temperatures for July and August** and **below-average precipitation** for the July, shifting to **slightly above-average in August and September**.⁵

¹ <https://www.oregon.gov/odf/fire/pages/restrictions.aspx>

² <https://www.fs.usda.gov/siuslaw>

³ <https://droughtmonitor.unl.edu/CurrentMap/StateDroughtMonitor.aspx?OR>

⁴ <https://www.oregon.gov/OWRD/programs/climate/droughtwatch/Pages/GovDeclDrought.aspx>

⁵ <https://www.oregon.gov/oda/programs/naturalresources/pages/weather.aspx>

- The **Siletz River** is discharging **124 CFS** this morning, **53% of average**.⁶ The **Alsea River** is discharging **109 CFS**, **53% of average**.⁷ **The Alsea is running a daily historical low on records maintained since 1940.**
 - The State of Oregon holds multiple water right certificates on the **Siletz** for beneficial public uses of Supporting Aquatic Life/Recreation/Fish and Wildlife.
 - Priority Date 1966 for 100 CFS in July is currently being met.
 - Priority Date 1974 for 100 CFS in July is currently being met.
 - Priority Date 2018 for 200 CFS in July is currently NOT being met.
 - Similar certificates for the **Alsea** for 97 CFS in July are being met.
- The Instream Right for the Siletz River priority dated 2018 is a junior water right. No other rights junior to it have been developed, so no users are currently being regulated off in consideration of it.
- 10-Day forecasts indicate dry weather and moderate temps through the extended period.⁸
- At **Gibson Farms**, blueberry irrigation continues on an accelerated schedule. We're using the dry conditions to produce some very nice hay for clients. As an Alaska low approaches the area later this week for cooling, we'll switch to producing wilted haylage for our own cattle. We're storing extra forage to supplement dry summer pastures in August. Some blueberries that were heat stressed June 27 triggered a hormonal response to ripen early, hastening our harvest season 10-14 days earlier to catch that fruit before it shrivels.
- Regionally, the indicators of socio-economic drought stressors are stacking up, with hydrologic and agricultural drought conditions across the West. June heatwave impacts include caneberry and blueberry losses of 50-100%. Local timber operators report new growth tip dieback on timber species. Livestock operators are considering reducing or liquidating herds for lack of water or forage, with stored forage prices up around 50%. Live animal prices at auction are depressed as buyers lack the capacity to handle early marketings. The wildfire season has begun, and is expected to worsen as the landscape dries.

While some of these impacts are expected to be short-term, borne primarily by a small number of natural resource producers, or can be mitigated through supply chain cushions and substitutions, if the drought continues we'll start to run short on options. I thank the Lincoln County community for their efforts to plan ahead and share resources wisely during these difficult times.

--Alan Fujishin
Gibson Farms, Siletz

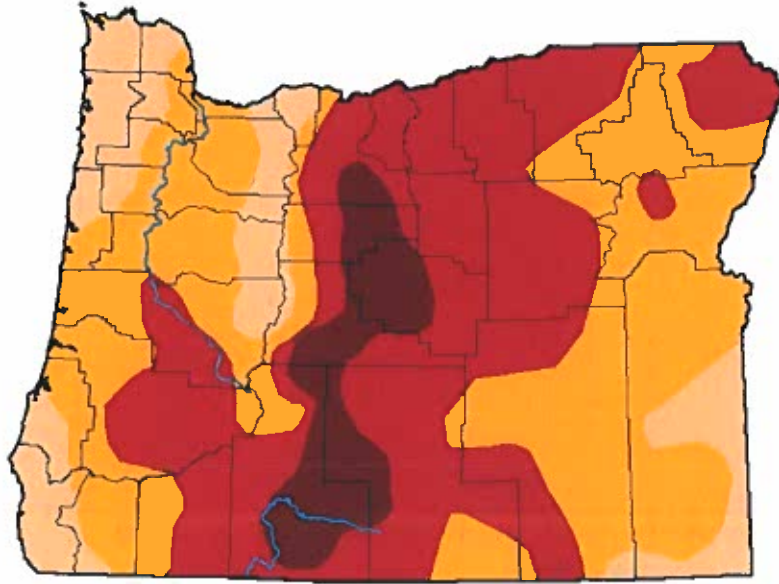
⁶<https://www.nwrfc.noaa.gov/river/station/flowplot/flowplot.cgi?lid=SILO3>

⁷<https://www.nwrfc.noaa.gov/river/station/flowplot/flowplot.cgi?lid=TIDO3>







⁸<https://www.weather.gov/>

U.S. Drought Monitor
Oregon

July 6, 2021
(Released Thursday, Jul. 8, 2021)
Valid 8 a.m. EDT



Intensity:

-  None
-  D0 Abnormally Dry
-  D1 Moderate Drought
-  D2 Severe Drought
-  D3 Extreme Drought
-  D4 Exceptional Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <http://droughtmonitor.unl.edu/About.aspx>

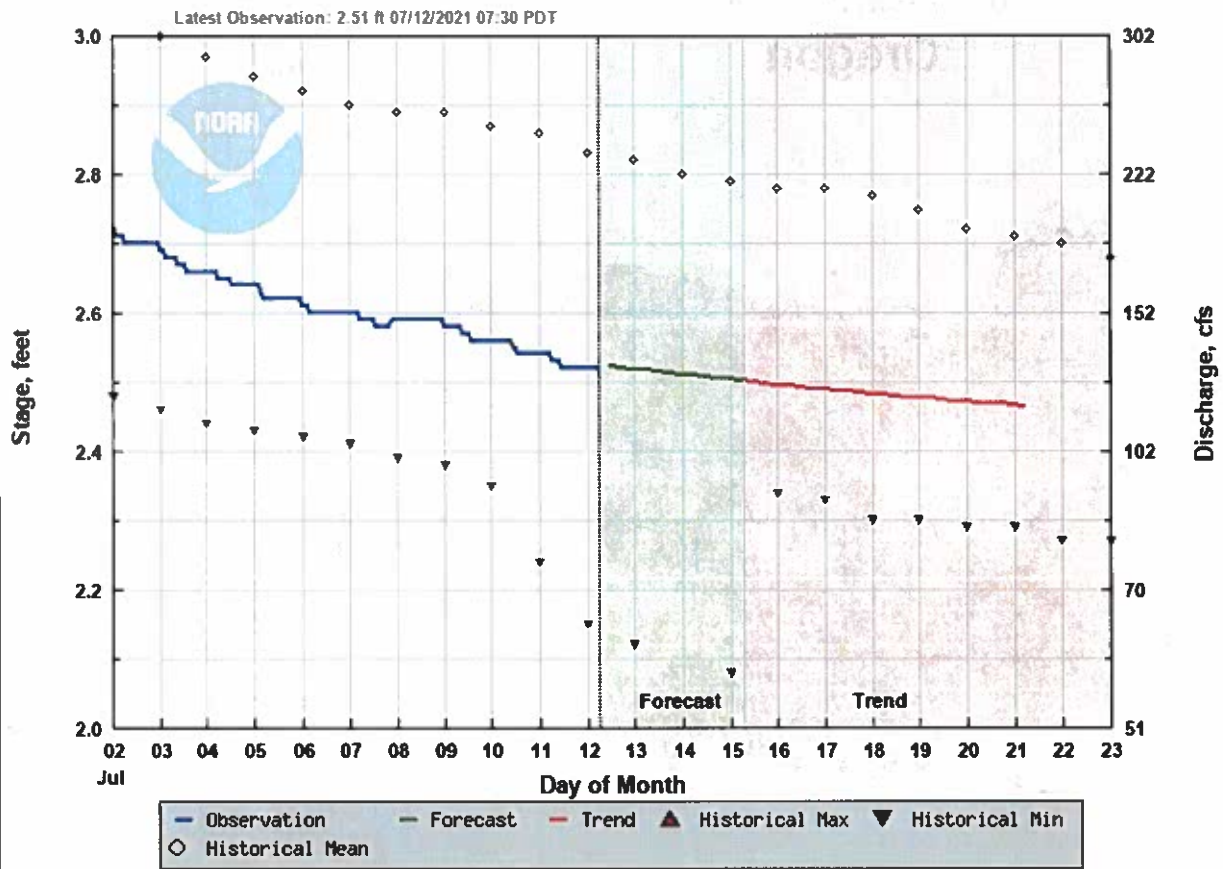
Author:

Deborah Bathke
National Drought Mitigation Center



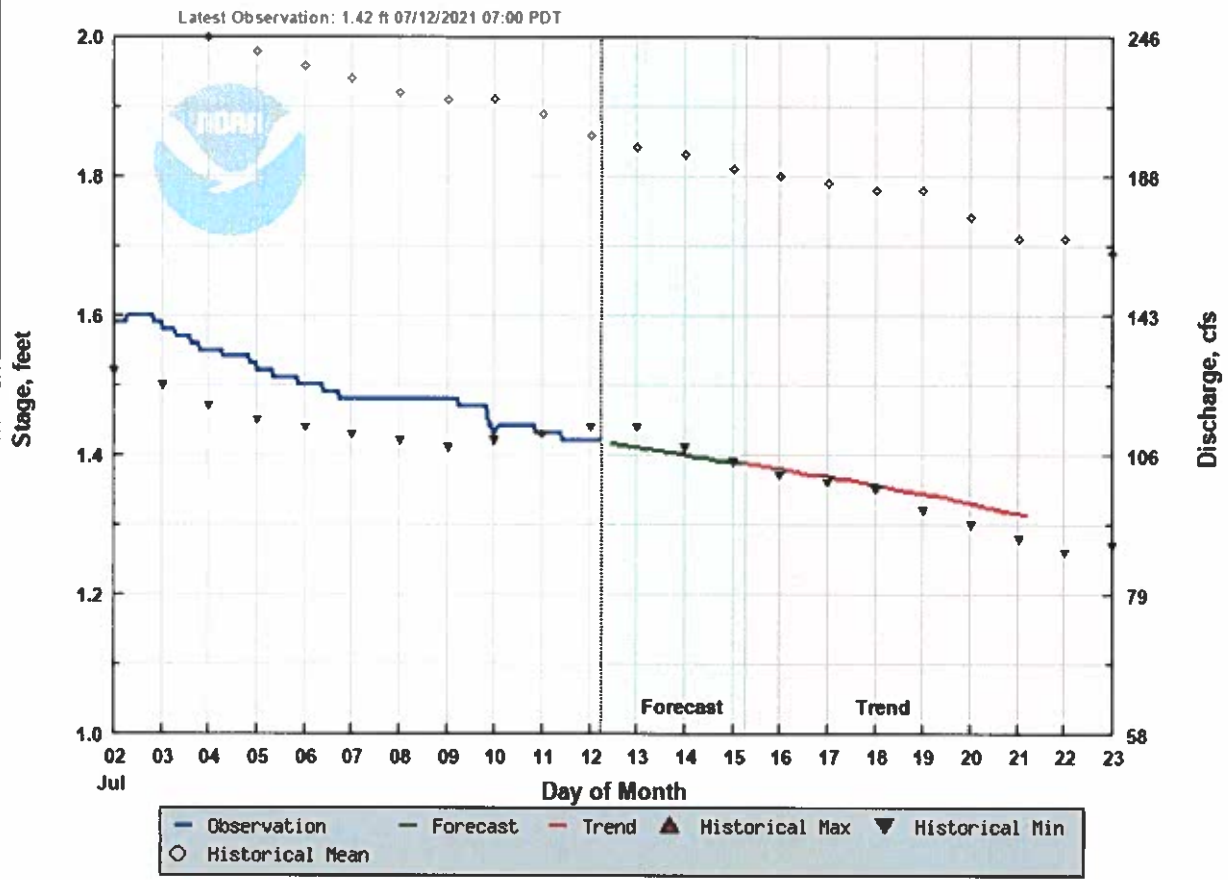
droughtmonitor.unl.edu

SILETZ - AT SILETZ (SILO3)



Forecast Created: 07/11/2021 07:59 PDT
 Plot Created: 07/12/2021 07:49 PDT

ALSEA - NEAR TIDEWATER (TIDO3)



Forecast Created: 07/11/2021 07:59 PDT
 Plot Created: 07/12/2021 07:51 PDT