



OFFICE OF THE CITY MANAGER
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MEMO

DATE: July 1, 2021

TO: Mayor and City Council

FROM: Spencer Nebel, City Manager

SUBJECT: Status Report for the Six-Week Period Ending Friday, June 25, 2021

The past six weeks have continued to be a very busy time for us at City Hall. In addition to wrapping up the budget process, and dealing with various funding opportunities, we are in the midst of filling 28 vacant positions budgeted in the 2020-2021 fiscal year. Of these positions, 15 are full time. The unfilled positions, along with ever-changing employee policies relating to COVID-19, have created a significant backlog that we are working to get through. I have attached a listing of the jobs, both part time and full time, that are currently open, and the status of various recruitment efforts. I have had to set aside a number of issues while we catch up with critical matters as we close out this fiscal year.

I have also included a tentative timetable for filling new positions that were established in the budget for the fiscal year 2021-2022. As you can see, we are on the fourth effort to fill a number of positions. Where we have had trouble filling the positions previously, we are now offering signing and retention bonuses to create an additional incentive to potential applicants. With these positions unfilled, it has had an impact on our ability to deliver certain services.

We are all very pleased that on June 30, a significant portion of COVID-19 restrictions were lifted, with the elimination of social distancing, masks, and capacity issues in our various facilities. While we are not through with COVID-19, these are major steps to begin normalizing activities in City Hall, government, and in our community. It truly has been an incredible 15-month journey, and I greatly appreciate the huge amount of cooperation we have had from staff, Council, and the community to get through in a safe, rational manner. The next potential emergency will be concerns regarding drought and this year's fire season, as we work our way into a warm and dry summer.

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

- Held a routine Department Head meeting.

- Participated in a web demonstration with Dude Solutions for facility condition assessment. We hope to proceed with an evaluation of our structures this summer.
- Participated in a joint City Council and Planning Commission work session on the Northside Transportation Plan.
- Participated in the regular City Council meeting on May 17.
- Participated in a number of conference calls relating to the decision by ICMA to move forward with an in-person conference in Portland on October 2-6. As a co-chair of the OCCMA Host Committee, there will be a degree of coordination and involvement I will have with this process through the conference this fall.
- Held a bi-monthly meeting with Barb James.
- Participated in a conference call with the consultant hired by Lincoln County to assist with FEMA reimbursement on wildfire expenses. All our fire expenses have been addressed through mutual aid, however, we will be working with the County to deal with reimbursement for the Recreation Center.
- Held a bi-monthly meeting with Derrick to discuss various Community Development issues.
- Met with Clare Paul and Chris Janigo in a bi-monthly meeting to discuss Public Works and Engineering matters.
- Participated in the bi-monthly implementation meeting for SmartWater which is moving ahead. The anticipated kick-off of this program will allow customers to access this very specific information for their utility bill by September, 2021.
- Prepared reports for, and participated in, the second Budget Committee meeting to review the hit and wish list.
- Met with Richard Dutton, Peggy Hawker, Melanie Nelson, and Gloria Tucker to review the City Hall Complaint Ticket System. We are looking at expanding the use of this system for complaints, and may have the Council directly enter complaints in the system. The advantage of doing this is that there is more accountability as to the outcome of various complaints received in the City Manager's Office, or complaints that we have forwarded from the Council to various departments. We are currently using this on a trial basis, and if it works effectively, we will provide the information to Council, and encourage members to submit specific complaints or issues through this system. This will keep Council members in the loop as to how the complaint gets addressed.
- Held a bi-monthly ECC meeting. These have been valuable meetings to address the COVID-19 emergency over the past 15 months. This has helped the City speak with a unified voice from Council to staff on addressing various operational issues related to COVID-19. This process has greatly reduced confusion about the City's COVID-19 policies.
- Participated in the KNPT radio show on Thursday, May 20, interviewing Police Chief, Jason Malloy.
- Met with staff regarding a personnel issue at the Fire Department.
- Derrick Tokos, David Allen, and I, met with Jan Kaplan and Robert Edmond regarding the draft bylaws created for the Nye Neighborhood Association. They are making progress and are set to be the first neighborhood association to be recognized by Council under the Council's guidelines for neighborhood associations.

- Participated in a meeting with the Destination Newport Committee to discuss the room tax and the impact that this will have on the Committee's budget as proposed to the Budget Committee. Overall, there was little objection from the Committee regarding increasing the room tax.
- Chris Janigo and I reviewed the request for a stop sign and street light at 73rd and Avery. We have installed a stop sign at that location which was one request. We have sent letters out to the property owners regarding the installation of a street light at this intersection. We have one party in favor, and one party opposed. We are waiting for additional responses.
- Participated in a planning session on the Newport Public Library Strategic Plan. Overall, I think Laura and the staff did a great job in developing a realistic plan to guide the Library over the next three years.
- Held a bi-monthly meeting with Richard Dutton to discuss IT issues.
- Met with Laura and Jack Klint regarding a complaint of how an officer handled an interaction with them. The officer did meet with them again after the incident to apologize of how he came across to them during the initial complaint. The issue was regarding the impact of homeless individuals in and around their home located on Olive Street.
- Participated in a meeting with Clare Paul, Chris Janigo, Mike Murzynsky, and Steve Stewart regarding the possible intergovernmental agreement with Seal Rock Water over the use of water obtained through the intertie. We have decided to continue using our interim rates charged either by the City to Seal Rock or vice-versa to govern our situation until this fall. We will then negotiate a more permanent agreement when water is provided by one entity to the other.
- Barb James, Rob Murphy, David Allen, Mark Wolf from Local Government Law Group, and I, participated in negotiations with the IAFF for the contract that expired on June 30, 2020. The IAFF chose not to pursue negotiations during most of COVID-19. We have made little progress up to this time on settlement. We are trying to refocus these efforts to work towards an agreement.
- Met internally with Derrick Tokos, Chris Janigo, and our consultants to review the South Beach Refinement Plan.
- David Allen, Peggy Hawker, Lance Vanderbeck, Derrick Tokos, and I, met to discuss the next steps on the McWatkins, LLC, lease at the airport. This was approved by Council on June 21.
- Met with Mike Murzynsky and Linda Wertman on the City's purchasing policy.
- Participated in a beach clean-up meeting with Mayor Sawyer, Councilor Jacobi, and Anita Albrecht to work through plans for the July 5 clean up.
- Participated in a conference call with Chief Malloy, Barb James, and Mark Wolf regarding modifications to our position with the NPA.
- Held bi-monthly meetings with Rob Murphy and Lance Vanderbeck.
- Participated in a follow-up meeting on the draft purchasing policy with David Allen, Mike Murzynsky and Linda Wertman.
- Participated in a Transportation Planning Coordinating Committee.
- Held a bi-monthly meeting with Peggy Hawker.
- Met with Barb James and Jason Malloy to finalize the PERS Retire/Re-hire Policy.
- Met with Tom Jackson, former Newport firefighter, in an exit interview. Tom is now

working with Depoe Bay Fire District as Division Chief.

- Prepared materials and participated in the third Budget Committee meeting with Council.
- Held a bi-monthly meeting with Laura Kimberly to discuss Library issues.
- Participated in a meeting to finalize the RFP to consolidate fire alarm maintenance agreements.
- Met with Jill Ledet regarding the City's ordinance on large animals in the city.
- Participated in an Audit Committee meeting to complete the audit for the fiscal year ending June 30, 2020. This was an incredibly long process due to COVID-19 and the CARES Act funding. I appreciate the efforts of the Finance Department who was concurrently dealing with both preparation of the budget and finalizing the audit in the same timeframe. We are all looking forward to a more normal year when the audit is completed in the fall and early winter, and the budget is in the spring!
- I took May 27 and 28 as vacation days.
- May 31 was the Memorial Day holiday.
- Held a bi-monthly meeting with Barb James to discuss HR matters.
- Had a follow-up with staff on the Dude Solutions proposal. There is some concern about ongoing maintenance of this system. We will be doing further review prior to a potential solution.
- Met with representatives of the Newport Employee Association and senior Public Works employees regarding creating a new classification of laborer in the Water Distribution, Street, and Wastewater Collections Divisions of Public Works. This will enable us to hire a laborer which will not have the same requirements that hiring a Utility Worker 1 would have. This could help open up our recruitment pool to receive applications from individuals who have the motivation, but not the experience of working in Public Works. There would then be an opportunity to build skillsets and potentially move in to a Utility Worker position after gaining experience in the department. We would encourage and support laborers moving forward with the licensing necessary for these positions. This will also enable us to institute physical requirements for doing the work. Everyone seems to be on the same page with proceeding with the creation of this new classification. It is our intent to have one laborer in each of these divisions.
- Held bi-monthly meetings with Derrick Tokos, Clare Paul, and Chris Janigo.
- Met with Jason Malloy, Barb James, and Mark Wolf on language for negotiations with the Newport Police Association.
- Participated in an ECC meeting to develop our plans for moving toward post-COVID-19.
- Along with David Allen, Clare Paul, Andrew Grant, and Stephanie Kerns, I participated in an internal meeting regarding the development of a new consent agreement.
- Participated in a meeting with the DEQ regarding the civil penalty imposed by the DEQ for our lack of chlorination of treated wastewater effluent. This resulted from mechanical failures of chlorination equipment at the plant on several occasions. Over the years, modifications have been made to the system without the necessary review and approval of the DEQ. We have taken steps to have back-up chlorination

available should the main systems stop functioning. We are proceeding with submission of engineered plans to the DEQ to address past modifications to the equipment. The DEQ will evaluate their initial determination and let us know if the terms of fines and other activity will be modified. This is a preliminary step to a hearing with the DEQ to appeal their initial determination which we have initiated.

- Mayor Sawyer and I met with the Restaurant and Lodging Association, including two local representatives from Newport, regarding the room tax. During this meeting, we outlined the history of proceeding with this room tax, and why it was important to the City of Newport. The Association is not in favor of increasing the room tax, but indicated that if we do, they would like to be part of the discussions to help assure that the City spends these increased revenues in an appropriate fashion consistent with regulations. This meeting was a result of the initial public hearing held by Council, and was done prior to the hearing on June 7 when Council moved forward with implementation of the higher room tax rate.
- Prepared agenda items for the June 7 City Council meeting.
- Participated in a meeting initiated by Lincoln County on some of the funding that is going to be available for travel, tourism, and recreational assistance through the ARPA COVID-19 funding. There is a general consensus that we will be most competitive by submitting a regional plan for the use of these funds on a county-wide basis. Guidelines have not been released as to how these funds will be administered. These meetings are to get ahead of that process.
- Held a bi-monthly meeting with Mike Cavanaugh.
- David Allen, Stephanie Kerns, Andrew Grant, and I, met with the DEQ to discuss pre-treatment requirements that will be part of our next wastewater plant and NPDES permit. We have been using these guidelines to deal, in part, with the pre-treatment requirements for Rogue Ales.
- Held a follow-up meeting on an employee matter in the Fire Department.
- Chris Janigo and I participated in a meeting with Pacific Communities Health District regarding their application for emergency funds. They would like to include a project to address emergency water needs for the hospital in case of a major disaster, including a Cascadia Subduction Zone event. Securing a reliable source of water in these circumstances would be critical for the hospital's role in continuing to function to deal with medical needs. They have looked at several options. I have indicated that the City will be in a limited position to assist financially with the option they select, due to the significant obligations we will have to address Big Creek Dams. I appreciate the efforts of the District to look for funding and to provide funding to address water security for hospital operations.
- Held an internal meeting on IAFF negotiations with Rob Murphy, Barb James, and Mark Wolf.
- David Allen, Andrew Grant, Stephanie Kerns, and I, met with Rogue Ales to finalize a consent agreement to allow them to complete their work relating to pre-treatment of wastewater from Rogue. It is our goal to have a new agreement in place before the end of this summer.
- Participated in a joint City Council, Urban Renewal Agency, and Audit Committee work session to review the annual audit for the fiscal year ending June 30, 2020, for the City and Urban Renewal Agency. We also addressed single-use plastics for

food service, and a draft ordinance regarding restricted public use of certain urban forests during emergency fire conditions. An update from Municipal Court Judge, Jeff Pridgeon, on court activity was also provided. An executive session followed regarding labor negotiations.

- Participated in a regular Council meeting on Monday, June 7.
- Held bi-monthly meetings with Jason Malloy, Rob Murphy, and Lance Vanderbeck to discuss departmental issues.
- Participated with staff discussing the use of a complaint ticketing system. As indicated earlier, we are currently using this on a trial basis for possible permanent implementation, including Council referred complaints sent to staff for investigation and possible action.
- Barb James and I met with Rob Murphy and Bob Harvey to discuss concerns expressed by three members of the Fire Department staff relating to department operations. We are reviewing these concerns and will be providing a response.
- David Allen, Mike Cavanaugh, and I, met with Bill Schille regarding concerns of homeless use of the Recreation Center's north entryway. This has been an ongoing problem and we are looking at securing this location in a better way to discourage the congregation of folks at this entrance which is primarily used as a fire exit.
- Held a bi-monthly meeting with Laura Kimberly to discuss Library matters.
- Met with Jason Holland, Executive Director of OCCA, regarding various issues relating to the relationship of OCCA to the City. I believe the Association has found a competent Director to continue to move ahead on issues relating to the PAC and the VAC. The biggest project that he will be embarking on initially, will relate to the phase VII improvements proposed for the PAC.
- Met with Rob Murphy and Barb James regarding a candidate under consideration for the Fire Captain position for the Fire Department. There were no internal candidates who applied for this position.
- Barb James and I met regarding filling the City Engineer's position. This will be a position that I will be focusing on during this next week to bring this to a conclusion. With everything going on, unfortunately, this selection has taken a backseat on my priority list and needs to be completed.
- Peggy Hawker and I participated in a conference call with consultants for the community education and engagement services. The primary focus will relate to educating the public on issues that are recommended to go before voters to provide sustainable funding for the City, as suggested by the Finance Work Group.
- Participated in a call regarding the ODOT STIP Transportation projects with Derrick Tokos, Mayor Sawyer, Councilors Botello and Collett (who are members of the COGS Transportation Committee that will be reviewing these items) to identify the specific projects that will be put forth for this next three-year cycle.
- Held a bi-monthly meeting with Peggy Hawker.
- Derrick Tokos and I participated in a meeting with Charlotte Boxer regarding the potential of Charlotte purchasing the property located at Bay Boulevard and Bay Street regarding developing a public parking lot that the City would lease. Following this meeting, Charlotte indicated that she was not able to reach a deal with the

seller of the property, so at this point, she is not pursuing this option. Charlotte owns two buildings east of the former night club, Apollo's.

- Barb James, David Allen, Rob Murphy, Mark Wolf, and I participated in negotiations with the IAFF. We made some progress on reaching tentative agreements on several administrative-type issues in the contract.
- Participated in a meeting at Forest Hill on Saturday, June 12, to discuss a number of watershed issues moving ahead, including acquisition of the Big Creek Watershed as part of an urban forest. Councilor Jacobi and Leslie Palotas also participated in this meeting. Overall, the group is encouraged by the efforts of the City receiving a technical assistance grant that will help provide some potential funding in the future for acquisition.
- Participated in an orientation meeting with new Public Works Director, David Powell. Dave will be responsible for the operations in Public Works and will be reporting directly to me. The Engineering Department will be separated from Public Works, with the City Engineer also reporting directly to me. I think from an operational standpoint this will make more sense and provide adequate focus on the operations of Public Works which did not receive the focus that is required. I wish Dave well as he initiates his role as Public Works Director for the City of Newport.
- Met with Chris Janigo, Clare Paul, Dave Powell, and David Allen to discuss questions regarding a storm sewer that extends onto private property off NW 54th Street. This is a project that was done at about the time this property was being annexed into the city. There are no recorded easements for this storm sewer line. We are proposing the property owner provide an easement to the City which would then place the responsibilities for maintenance and access for maintenance of the storm sewer on the City. By all accounts, it appears that it was built and was intended to be a city storm sewer line. Unfortunately, there are no records to confirm this.
- Participated in the call initiated by Lincoln County on the drought conditions in the county. This Drought Committee will be meeting periodically and making recommendations on addressing the drought through the course of this summer.
- Participated in an internal meeting to discuss the ongoing consent agreement negotiations with Rogue Ales.
- Participated in a conference call to address language relating to the NPA negotiations with Jason Malloy, Barb James, Mark Wolf.
- Met with Mike Cavanaugh to discuss Recreation Center hours to help prepare our plan once social distancing and capacity limits are eliminated. This is also based on available staffing we have in part-time employees for the Recreation Center.
- Participated in bi-monthly meetings with Barb James, Derrick Tokos, Dave Powell, and Chris Janigo.
- Richard Dutton, Peggy Hawker, and I, met to discuss cyber security insurance. We did apply and have been accepted to receive additional insurance coverage through a third-party insurance company, PayneWest. This will supplement coverage provided by CIS.

- Peggy Hawker, Derrick Tokos, and I, reviewed the community outreach proposals and recommended the Council accept the proposal from Blue Ridge Strategies, LLC. This was accepted by Council at the June 21 Council meeting.
- Chris Janigo, Dave Powell, Clare Paul, Steve Stewart, and I, met to discuss preparations and status regarding the drought situation that is anticipated this summer. The County was originally anticipating a drought declaration earlier in the year, they did declare a drought watch on Monday, June 21. It is anticipated that a drought declaration will be made in the next week or so. We will be instituting on June 28 our level 1 advisory, encouraging customers to conserve on utilization of water, and providing tips on reducing water usage during this time. The first stages are intending to be an educational effort to prepare for potential later stages of more severe restrictions.
- Held a meeting of the ECC to review steps Newport will take after elimination of various COVID-19 restrictions. This report was provided at the June 21 City Council meeting.
- Peggy Hawker and I interviewed Rick Osborn related to the RFP for community education services. A recommendation was made, and City Council accepted, on June 21 to proceed with his proposal from Blue Ridge Strategies, LLC.
- Prepared agenda items for the June 21 City Council meeting. This was a big agenda with various budget issues for both the Urban Renewal Agency and City. I am very happy to have that process completed. I appreciate the time the staff took in preparing a realistic budget for consideration by the Budget Committee, the hours that the Committee and Council spent to review this budget, and Council's adoption of the various budget issues on June 21.
- Met with Jeánné Anstine and William Lien regarding expansion of the community gardens in the City of Newport. It is their goal to establish a garden in South Beach, and an additional garden north of the bridge for folks who want to grow their own vegetables. There is some thought of tying this into the Urban Orchard, that has been proposed by Councilor Parker, with funding made available for that, as well. They have evaluated seven locations and have established a ranking system on those locations to determine what sites might work best for these gardens. The most important aspect of the gardens is finding a location with adequate sun and that is protected from the northwest winds occurring in the summer. As with anything else, publicly-owned level land is at a premium. We will continue to work with these folks to try and identify additional areas where gardens can be developed.
- Barb James and I met to lay out a schedule to proceed with the new positions authorized in the budget. This may get pushed back depending on other recruitment efforts as indicated in the attached report illustrating current recruitments.
- Jason Malloy, Chris Janigo, Dave Powell, Derrick Tokos, and I, met to review potential short-term alternatives for addressing the concerns that have been expressed regarding Oceanview Drive. We will be meeting with a couple of residents who have been spearheading efforts to make changes along Oceanview Drive in the short-run to help reduce potential conflicts between vehicles, pedestrians, and bicyclists. We may propose to try some pilot projects consistent with some of the thoughts that have come from the Northside Transportation

System planning process. I will provide a report to Council on this later this summer.

- David Allen, Andrew Grant, Clare Paul, Dave Powell, Stephanie Kerns, and I, met in a bi-monthly meeting on a new consent agreement with Rogue Ales to continue efforts to bring their system into compliance. We will meet again Friday, July 2, to try to conclude these discussions.
- Participated in a routine Department Head meeting.
- Participated in a second Drought Committee meeting to discuss preparations for addressing water issues through the course of this summer.
- Participated in a Council work session that included discussion on the current drought, an Urban Renewal meeting to discuss the South Beach planning for the final five years of the life of the District, as well as to have a public hearing and approve the URA budget for the Fiscal Year 2021-2022.
- Participated in the City Council meeting in which the budget was adopted by Council after a series of public hearings to conduct that process. (It always makes me happy when this process is completed).
- Held bi-monthly meetings with Jason Malloy, Mike Murzynsky, and Lance Vanderbeck to review departmental issues.
- Richard Dutton, Chris Janigo, Peggy Hawker, David Allen, Melanie Nelson, and I, met to develop a workflow to automate our process for contract review and authorization. This is currently a paper process where contract documents are initiated by the department head, signed off by the City Attorney and myself, and once fully executed, then forwarded to the City Recorder to create a permanent record of the contract. This process has gotten a bit convoluted with multiple versions of contracts circulating, with David working from home, and trying to understand where the final contract needing signatures is. By developing an automated workflow process and signing off electronically both on contracts and authorization forms, this should significantly improve this process.
- Participated in an ICMA Host Committee meeting in renewing our efforts to support the ICMA Conference being held in Portland in October.
- David Allen, Barb James, and I reviewed a draft report relating to incidents in Public Works as compiled by Jim Ferraris of Jim Ferraris Investigations and Consulting, LLC. Tamara Jones from CIS, and Mark Wolf from Local Government Law Group, participated in this meeting, as well, to try to bring this to a conclusion. In addition, Jim Ferraris will be providing specific recommendations on improving an organizational culture in the department, as well. I believe this will provide a good plan for Public Works Director, Dave Powell, to address actions of some of the problematic issues that have led to a number of disciplinary issues in the Public Works Department.
- Dave Powell, Chris Janigo, Steve Stewart, and I, met with John Spangler from ODFW regarding concerns he heard about possible restrictions the City was considering imposing on stocking the reservoirs with fish. This came about from a discussion that the Boat Board had regarding a complaint about fishermen not allowing people access to launch a boat on the upper reservoir. It should be noted that this is not a formal launch area, but an area that is commonly used for launches. In conversations, there was mention of impacts that the stocking of fish

has on the reservoir. We indicated to John that the City has not made a change that would prohibit them from stocking fish in the reservoir. If we were to consider that, ODFW would be part of that discussion. John stated they would be happy to participate in any future conversations, and would be willing to consider shifting how they stock fish in both upper and lower reservoirs to address any potential problems caused to the reservoirs.

- Interviewed Human Resources Director, Barb James, on KNPT Radio Show on Thursday, June 24. We talked about the various positions that are currently open, and encouraged folks to consider applying for those positions.
- Met with Clare Paul, Chris Janigo, and John Johnston regarding where Facilities will fit in to the organizational division of responsibilities between Engineer and Public Works. At this point, Facilities are included in the Public Works Department. There is some thought that this might be better placed in Engineering because of the nature of the types of capital projects that Facilities is involved with throughout the year. I will be setting up a follow-up meeting with Dave Powell and others to continue this discussion to see if wants to shift Facilities from Public Works to Engineering.
- Barb James and I met to continue our efforts to develop a per diem reimbursement policy for travel. This provision was included in the NEA agreement with the intent to implement it in January of this year. With COVID-19 that did not happen, and we had very little in-person travel happening. We are going to try and get this in place for the beginning of the new fiscal year.
- Held a bi-monthly meeting with Peggy Hawker.
- Listened to the LOC Statewide Conference Call to get an update on the impact of any Governor's announcements regarding COVID-19. I listened to the Governor's press conference immediately following the statewide conference call. I was very pleased that the Governor has set a date of June 30, if 70% is not achieved prior to that time, to eliminate certain restrictions. This gives us a few days to get our own policies in order and inform our employees of these changes to seamlessly transfer to a less restrictive environment for both employees and visitors to our facilities. Progress is being made!
- Mike Cavanaugh, Dave Powell, Chris Janigo, Lance Vanderbeck, Peggy Hawker, and I, participated in a review of the draft Integrated Pest Management plan. Mike has done a good job to pull together a number of plans to present this at a work session that is scheduled for July 19. Once we receive additional comments from Council and staff, we will then proceed to finalize that plan. It will be good to have a practical policy in place that protects public health and environment, but allows us to utilize the proper tools to mitigate pest management situations.
- Met with Mark Wolf on one final issue that needed to be resolved for negotiations with the NPA. We are very close to finalizing our negotiations with that union. The contract expires on June 30. I anticipate having a contract for Council review at the July 19 City Council meeting.
- We have reached a settlement with Pacific Seafood on the overbilling that was occurring over a multiple-year period for the plant located at the intersection of Hatfield and Bay Boulevard. Pacific Seafood has generously agreed to allow the City to apply billing credits against any and all future charges that Pacific Seafood may incur. This is for a total amount of \$454,701, which amounts to three years of

water billings with Pacific Seafood. The remaining amount of \$240,299 will be considered as a voluntary contribution by Pacific Seafood to the City's water fund to help the City address water sustainability issues in Newport. I appreciate Pacific Seafood's willingness to spread these credits out over two fiscal years, and forgive a portion of the overbilling. The error was a result of miscoding a compound meter, which led to billings in this facility being ten times higher than the actual usage incurred. This was not discovered by Pacific Seafood until they did a review of their water usage. We are doing an audit of all of our compound meters to assure that we have no other problems that would result in over or under billings in any other major commercial facilities. In addition, we have agreed to prepare a press release outlining this settlement with Pacific Seafood.

I will be out of the office from Tuesday afternoon, July 6 through Friday, July 9, to attend an in-person OCCMA Annual Conference. This will be the first in-person conference I have attended in over 20 months. I am looking forward to getting together with my colleagues after a very lengthy and challenging year for all of us. I will also be leaving on vacation on Tuesday, July 20 through Tuesday, August 10. Angela and I are driving to Michigan. Council has excused my attendance from the August 2 City Council meeting. Peggy Hawker will be Acting City Manager during my absence. While I feel a little guilty for taking this much time off in mid-summer, I can tell you I am definitely ready for a vacation. It will be important that we work our way through a number of issues so we are ready to roll by the fall for a busy year. That may include two local tax questions on the ballot in November, determining a plan for our ARPA funding, and dealing with a number of priorities established by Council during this past year. In addition, we will be wrapping up the Northside Transportation Planning process, as well as the South Beach plan. It will be important for Council to have some patience with us as we pick away at these issues in a meaningful and thoughtful way through this fall. I really believe that this next year will be very critical in laying out the framework that will help reshape Newport in the years to come. I am looking forward to having some time off this summer, I am also excited about the future of Newport in the year ahead with some of the tools and funding in place to help guide the long-term future of this community.

Upcoming Events:

- Wednesday, June 30, 2021, at 12:01 AM, the City's 15-month COVID-19 emergency ended!
- As a reminder, there are no Council meetings scheduled for the first Monday in July.
- City Hall will be closed Monday, July 5, in celebration of the July 4th holiday.
- July 6-9, I will be attending the OCCMA Summer Conference in Bend (in -person)
- An Urban Renewal Meeting is scheduled for Thursday, July 15 at 6 PM in City Hall.
- 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.

- 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 is the status of current job recruitments for the City of Newport compiled by Barb James, Human Resources Director.
- Attached is the report from the League of Oregon Cities showing a summary of City measures that were before the voters at the May 18 election.

I hope everyone has an enjoyable, safe summer.

Respectfully Submitted,



Spencer R. Nebel, City Manager

cc: Department Heads

Current Recruitments

Department	Position	Status	History	Sign-On Bonus
Parks & Recreation	Parks Maintenance Supervisor	Open	2nd posting	
	Aquatic Supervisor	Contingent job offer - currently in background		
	60+ Center Supervisor	Open	Posted 6/16/21	
	Lifeguard	Open		
	Lifeguard	Open		
	Building Attendant	Open	2nd posting	Yes
	Building Attendant	Open	2nd posting	Yes
	Seasonal Recreation Leader	Open		
	Seasonal Recreation Leader	Open		
	Seasonal Recreation Leader	Open		
	Seasonal Recreation Leader	Open		
	Recreation Leader	Open	2nd posting	Yes
Library	Library Specialist II	Open	2nd posting	
	Supervising Librarian	In Process	Interviewing	
Police	Police Officer	Contingent job offer - currently in background		Yes
	Lateral Police Officer	Open	Originally posted as a entry level PO	
	Police Officer	Open		Yes
	Patrol Sgt.	Open	Posted 5/20/21	
	Patrol Sgt.	Open	Posted 5/20/21	
	Reserve Police Officer	On Hold		

City Managers Office	Safety Officer		5th posting - position was filled twice One employee stayed approx. one week and another approx. 6 months	
Finance	Accounting Technician /Utility Billing	Open	Posted 6/17/21	
Airport	Airport Specialist	Pending Requisition		
Public Works	City Engineer	Open	Interviews Complete	
	Utility Worker I - WW Collections	Open	4th posting - Extended three contingent job offers. Two declined due to drug test, one for not wanting to make a change right now	Yes 6/21/21
	Utility Worker I- Water Distribution	Pending Laborer JD	Posted 4 times - Extended four contingent job offers. Declined offer for salary, drug test, or found other postions	
	Laborer	In Process	Job description being developed	
Fire	Fire Captain	Contingent job offer - currently in background		

Added Recruitments July 1, 2021

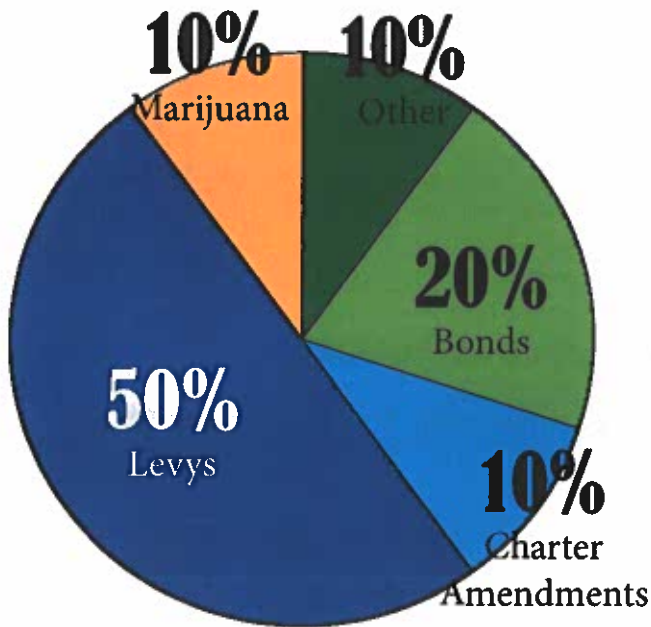
Department	Position	Target Date for Posting		
City Managers Office	Assistant City Manager/City Recorder	7/30/2021		
Library	Library Specialist II	Ongoing		
Fire	Emergency Preparedness Coordinator	7/1/2021		
Police	Police Officer	Ongoing		
	Parking Enforcement Officer	1/30/2022		
IT	A/V Technician	8/15/2021		
	GIS Technician	8/15/2021		
Parks & Recreation	Recreation Leader - Sports	10/1/2021		
	Custodial/Parks	TBD	When PM Super. position is close to filled	
	Custodial	TBD	When PM Super. position is close to filled	
	Parks Maintenance Worker	TBD	When PM Super. position is close to filled	
	Parks Maintenance Worker	TBD	When PM Super. position is close to filled	
	Building Attendant (60+ Center/Rec)	TBD	When PM Super. position is close to filled	
Finance	Accounting Tech- Special Projects	9/1/2021		
Community Development	Permit Technician	9/1/2021		
	URA Coordinator	9/1/2021		

May 18, 2021 Election

Unofficial Results

Summary of City Measures

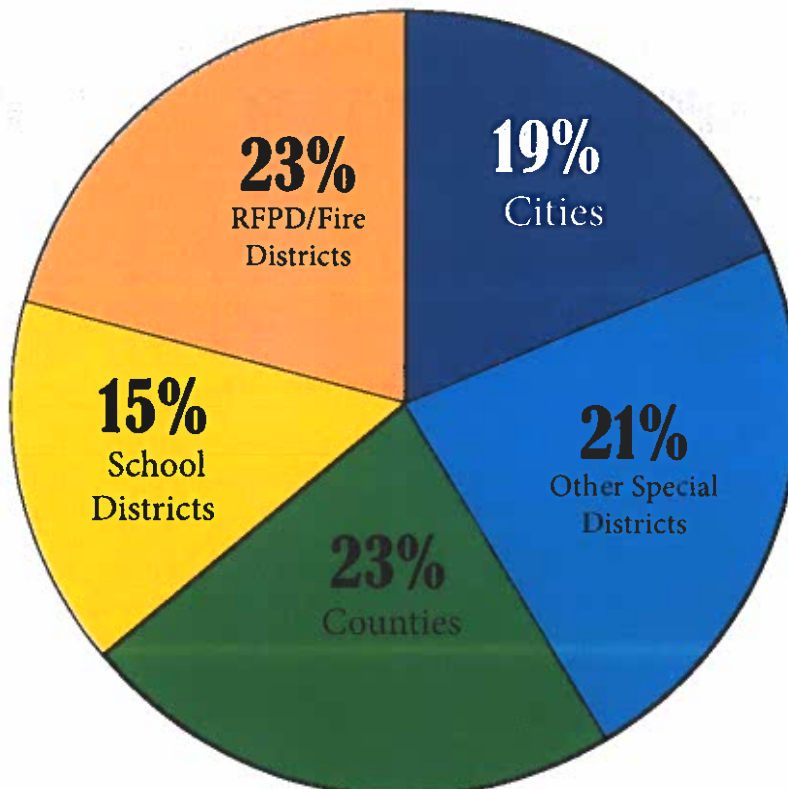
Types of City Measures



Results of City Measures



All Local Government Measures



All Measures by Local Governments

Local Government Type	Number of Measures	Passed	Failed
Cities	10	80%	20%
Counties	12	83%	17%
School Districts/Community Colleges	8	62%	38%
RFPD/Fire Districts	8	67%	33%
Other Special Districts	11	73%	27%

Bond Measures by Local Governments

Local Government Type	Number of Bond Measures	Passed	Failed
Cities	2	100%	0%
Counties	0	N/A	N/A
School Districts/Community Colleges	8	62%	38%
RFPD/Fire Districts	3	67%	33%
Other Special Districts	2	50%	50%

Levy Measures by Local Governments

Local Government Type	Number of Levy Measures	Passed	Failed
Cities	5	100%	0%
Counties	4	100%	0%
School Districts/Community Colleges	0	N/A	N/A
RFPD/Fire Districts	7	57%	43%
Other Special Districts	5	80%	20%

Details of City Measures

Bond

Milton-Freewater		Bond	
\$7.7 Million; For police station			
Pass			
Yes		No	
399	63%	237	37%

Monmouth		Bond	
\$3 Million; For city hall			
Pass			
Yes		No	
1,098	61%	716	39%

Charter Amendment

Lakeside		Charter Amendment	
Amends charter to add additional roads to the All-Terrain Vehicle (ATV) Access Route			
Fail			
Yes		No	
347	50%	350	50%

Levy

Bandon		Levy	
10 years, \$0.8455 per \$1000; For streets and pedestrian facilities			
Pass			
Yes		No	
775	84%	152	16%

North Bend		Levy	
5 years, \$0.56 per \$1000; To fund pool operations and maintenance			
Pass			
Yes		No	
1,072	55%	871	45%

Grants Pass		Levy	
3 years, \$1.79 per \$1000; To fund police and fire services			
Pass			
Yes		No	
6,015	71%	2,411	29%

Stayton		Levy	
5 years, \$0.40 per \$1000; For library support			
Pass			
Yes		No	
925	69%	421	31%

Stayton		Levy	
5 years, \$0.50 per \$1000; For recreation, pool and parks			
Pass			
Yes		No	
938	69%	413	31%

Marijuana

Halfway		Marijuana	
Allows all marijuana businesses within the City Limits of Halfway, Oregon			
Fail			
Yes		No	
51	30%	119	70%

Other

Tigard		Urban Renewal Plan Amendment	
Amends urban renewal plan to increase the maximum indebtedness to \$42.8 million from \$22 million			
Pass			
Yes		No	
4878	65%	2595	35%