

# City of Newport Annual Report of City Council Actions for 2021



Back row: Councilor Jan Kaplan, Councilor Ryan Parker, Councilor Cynthia Jacobi,  
Councilor Beatriz Botello.

Front row: Council President CM Hall, Mayor Dean Sawyer, Councilor Dietmar Goebel.

# MEMO

DATE: 12/21/21

TO: Mayor and City Council

FROM: Spencer Nebel, City Manager

SUBJECT: Annual Report for the 2021 Calendar Year

---

Each year it has been my tradition to take some time at year end to reflect on the accomplishments and issues that were tackled by the City Council and staff over the past year. This report included 20 top issues that I have identified as particularly noteworthy during the year. This is followed by additional information, including Council Actions by the Numbers, and Highlights of Activities by City Departments.

The Council began the year with an organizational meeting following contested elections in which all of the incumbents were returned to office with Mayor Sawyer being sworn in to a second term on Council, and Dietmar Goebel, Cynthia Jacobi, and Beatrice Botello also being returned to their Council seats. Also, as part of the national discussion on racism and equity in our society, Council developed a statement that embodies the City's commitment to support civil rights and work to make everyone in the community feel welcome and included, and to pause and listen when we do not understand someone's point of view. The statement is consistent with the City's welcoming statement that Newport is the "the friendliest".

In 2021 the city, state, nation, and the world, continued to deal with the most significant pandemic in the past 100 years. COVID-19 impacted us all in different ways. For many of us, COVID-19 has changed how we deal with day-to-day activities and do business. We have experienced various levels of regulations to protect the public from the COVID-19 infection rate. During the course of this past year, we enjoyed relaxed protocols for COVID-19 safety during the summer when infection rates were very low. As infection rates rose substantially toward the end of summer, certain restrictions were put back in place by the Governor to reduce the spread of COVID-19. As a city organization, we have followed the directions provided to us by the Governor's office and by Oregon OSHA to best manage COVID-19 during this time. It is becoming obvious that COVID-19 will be with us for a while and that we will need to continue managing certain aspects of our lives to both protect ourselves as individuals and the people we are in contact with, socially or at work.

The pandemic has had a number of other impacts on our economy that has created frustrations for many of us, including major delays in obtaining supplies and materials, a shortage of employees to fill open vacancies at all levels of our economy, and the continued divide on how best to address COVID-19 from a health standpoint.

That being said, there are many positive signs of the resiliency of our community to successfully face these challenges. While managing a public organization has not been fun during this time, I am grateful for the dedicated employees who have continued to

provide essential services through the course of the pandemic, the City Council who have continued working to move this community in a positive direction as we look toward the future, and the general collaborative atmosphere that exists among the various units of government in Lincoln County. I am looking forward to continued growth and positive momentum occurring in 2022. While we will still be dealing with challenges of COVID-19, staffing shortages, material and supply delays, and other similar challenges, this community and organization are benefitted by people who will continue to be inventive, resourceful, and remarkable in so many ways to find constructive paths forward to the challenges we will face in 2022.

I would like to express my appreciation to the Mayor and members of the Council for their dedicated service to the citizens of Newport during this past year. The Mayor and Councilors have spent many hours through the course of the year in meetings, and communications with constituents, while guiding the general direction of policies that impact this community. Service by the Mayor and Council members is provided without any compensation. This is truly a labor of love. Finally, I would like to express my appreciation to Councilor Aaron Collet for his service on the Council until October of this year. Councilor Collett resigned in October of this year to accept employment as City Engineer.

I would also like to welcome Jan Kaplan as a new Council member. Jan was appointed in November. The City of Newport will continue to be served by elected officials who are dedicated to the citizens of this community.

## **TOP 20 ISSUES FOR THE CITY OF NEWPORT DURING 2021**

### **Development Projects**

1. The City of Newport continued to see growth in available multi-family housing, and infill housing through the course of 2021 to meet identified housing shortages in the community. This follows the addition of 108-unit low and moderate-income housing project at Surf View Village in 2020. Wyndhaven Apartments off of Harney Street opened 66 new market-rate apartments during 2021. They are anticipating the next phase of an additional multi-family apartment building with construction tentatively slated for 2022. In addition, 37 single-family homes were either completed or permits obtained during 2021. Much of this housing is infill housing on existing residential lots. The next housing phase at Wilder has initiated with the Planning and Development Department to build another new subdivision at that location. Finally, the City has approved various changes to facilitate the construction of ADUs on residential sites throughout the city. This was in conjunction with recent laws passed by the State legislature. Finally, Council approved the addition of 43 acres to the City's Urban Growth Boundary east of Harney Street for future housing development. It is great to see the housing market in Newport expanding to meet obvious needs for the community.

2. Major infrastructure improvements in 2021 included the \$6.5 million South Beach improvements to US 101, and 35<sup>th</sup> Street being completed, bike and pedestrian street lighting amenities being added, signal relocation being accomplished, a second phase of line undergrounding done, improvements to the Wastewater Treatment Plant completed, voids repaired on the Upper Big Creek Dam Spillway, sidewalk added, storm sewer replaced on SW Harbor Way, additional filtration racks installed at the Water Treatment

Plant, and a number of facility upgrades. Design was conducted for the 2022 overlay project for SE John Moore Road, sidewalk improvements to the Yaquina View Elementary School, and US 20 and Eads Street pedestrian flashing beacon installation for construction in 2022.

3. Rondys, Inc., is developing the Yaquina Industrial Park located on McLean Point adjacent to the Port of Newport International Terminal. The industrial park is intended to serve industrial and water related usage. The City cooperated with Rondy's, Inc., to upsize a new water main that will both serve the industrial park, and serve as a second underbay water crossing at some point in the future.

4. The City Council moved forward with a number of leases for the development of property surrounding the general aviation area at the Newport Municipal Airport. This included an MOU to lease land for a new Lincoln County animal shelter, as well as a lease of land to McWatkins, LLC, for development of a small industrial park at the airport. In addition, Council entered into a number of new leases for the construction of new hangars at the airport. These are the first new hangars that are scheduled to be constructed in many years.

### **Environmental Actions**

5. After a year-long discussion, Public Hearings, and several modifications to a draft ordinance to meet local needs, the City Council enacted Ordinance No. 2178 which will restrict the use of single-use plastic and EPS foam products for prepared food. This ordinance is scheduled to go into effect on March 30, 2022.

6. The City Council Enacted Ordinance No. 2077, an ordinance relating to building codes for electric vehicle parking. The provisions enacted will require certain future developments to include the capacity for charging electric vehicles as part of their planning and construction projects.

7. In order to reduce paper billing and increase water conservation, the City has initiated the WaterSmart program to assist water utility customers in monitoring their water use in conjunction with the city's new Invoice Cloud billing system. Customers may pay their bills electronically without paper bills being issued, and without the need for customers to mail checks to the City. These steps will reduce postage and paper use, and provide continual updates on their water usage.

8. In order to help address the adverse impact on the Siletz River caused by drought conditions, Council adopted a stage 2 water curtailment for the City of Newport effective in August, 2021, to restrict water usage to help ease the drought conditions negatively impacting the Siletz River. Drought conditions are becoming a common challenge for coastal communities in Oregon. The City Council will be establishing a work group in 2022 to look at other methods of water conservation.

### **Finance**

9. Through the efforts of State Representative Gomberg, with support from Senator Anderson and others, the City of Newport was very pleased to have the legislature approve \$14 million dollars in financial assistance for the Big Creek Dam Replacement

project. These funds were approved by the State legislature and signed by the Governor. They will be available as the State proceeds with two separate sale of bonds that will be paid back with lottery funds over the next two years. The funding will be used to complete the design and environmental work for the Big Creek Dam project, and will help fund some of the auxiliary work that will be necessary to build the new dam. This was a significant boost that will save city ratepayers/taxpayers a significant amount of money to get through these important first phases of this project.

10. Over a three-year period, the City Council has appointed Finance Work Groups to review various aspects of the City's finances. In March, Council adopted a five-year financial sustainability plan for the General Fund and those funds supported by the General Fund. This plan incorporates sophisticated financial projection capabilities, outlines various reductions in expenditures, and identifies long-term financial needs. The plan specifically identified three new revenues for Council to consider, with the first being an increase in the transient room tax, which was approved by Council and made effective in September, as well as proposals for increasing the gas tax and implementing a tax on prepared foods. The Finance Work Group plan assures financial stability for the City with the capability of making necessary improvements to facilities, parks, and other city infrastructure over the course of a five-year period.

11. On November 2, Council placed before the voters two measures to generate additional revenue for services and maintenance of facilities and streets. The first measure would place a tax on prepared foods. This measure failed with 1,161 people in favor, and 2,512 people voting against the measure. The second measure would have provided additional funding for street improvements by raising the gas tax to 5 cents per gallon. This measure failed with 1,577 voting in favor, and 2,092 voting against. Council will need to consider methods to continue services, make necessary investments in city infrastructure, and look at opportunities for ways to finance these improvements in 2022.

12. Council has received notice that the City of Newport will be eligible for approximately \$2.4 million dollars from the American Rescue Plan Act (ARPA), which will be paid over two separate installments over the next two years. These funds must be utilized before December 31, 2024. Various restrictions have been placed on how these funds can be used by local units of government. Council has had initial discussions on the use of the funds, and will develop a plan in 2022 on how these funds will be used to benefit the City of Newport. We appreciate the efforts of our Federal legislators in securing these critical funds to offset the losses in revenues that Cities like Newport experience during COVID-19. Based on the ARPA revenue replacement calculations, the City of Newport lost over \$3 million dollars in revenues as a result of the pandemic.

13. With the wildfires in North Lincoln County and the wind storm that corresponded with the fires, local units of government in Lincoln County are eligible to apply for FEMA Hazard Mitigation grants. Council authorized applications for the main water tank replacement project to build seismically stable tanks, to construct a second underbay water line crossing, the US 101 water line upsizing, and 54<sup>th</sup> Street pump station project. We look forward to hearing in 2022 which of these projects will be funded through this mitigation grant program.

## Human Resources

14. The City lost 177 years of experience with eight retirements occurring during 2021. These included James Gunther from Parks and Recreation, 45 years; Jeffrey Ingram, Library, 31 years; Greg Evans, Public Works, 26 years; Kathy Crews, Aquatic Center, 21 years; Peggy O'Callaghan, 60+ Center, 17 years; Mitch France, Police Department, 13 years; Doug Moss, Engineering, 4 years. We extend our best wishes to these retirees who have served the city well during their tenure with the City of Newport. I would like to particularly call out Jim Guenther who worked for the City of Newport for four and-half-decades. Well done, Jim, and well done to all the other retirees!

In order to address vacancies over the course of 2021, the City hired 30 new part time and full-time employees in 11 departments. This included two new department heads, with Public Works being split into two separate departments. David Powell has been hired as Public Works Director, and Aaron Collette has been hired as City Engineer. Special thanks go out to Chris Janigo who filled in as Acting City Engineer, and Clare Paul who filled in as Acting Public Works Director during the time these positions were vacant.

15. Like many other employers, the City of Newport has had a difficult time in recruiting and filling vacant positions within the City. The number of turnovers that the City has had in staff and the length of time positions have remained vacant is unprecedented. In 2021, 103 requisitions were opened to fill for part time and full- time positions with the City. As we approach the year end, there are currently 47 open requisitions in various stages of the recruitment process underway. This has had a significant impact on the City's ability to provide services in certain areas. I want to express my appreciation to all of the employees who have pitched in to help move things along, however we continue to fall behind on issues that are of greater and long-term importance, even though we can keep up with the immediate day-to-day necessary operations.

## Planning

16. Throughout 2021, the City has been engaged in the update of the City of Newport Transportation System Plan. Council appointed a policy advisory committee to work with City staff and ODOT on developing and refining this plan. The transportation plan will identify priorities and funding opportunities from ODOT and others for future multimodal improvements for vehicles, bicycles, and pedestrians over the next 20-year period. This plan will provide solutions to various problems that have been identified through this process. It is anticipated that the planning process will be completed in the spring of 2022.

17. The Urban Renewal Agency has contracted for the development of a South Beach refinement plan for the remaining years of the South Beach Urban Renewal District. This District will expire in 2027. The South Beach Refinement Plan will indicate how the remaining tax increment financing funds will be used to enhance the economic stability for South Beach, prior to the expiration of this District. The maximum amount of funding for this effort may be as much as \$9 million through the remaining life of the District.

18. The City Council and Planning Commission devoted much time to the development of an ordinance which opens up opportunities for more food carts and food trucks to operate in the city, from the previous municipal code that tightly regulated these

operations. This ordinance was effective in the fall, with the first permit for a food truck being issued in November.

## **Community Building**

19. The Vision 2040 Advisory Committee instituted the first community awards for individuals and organizations who have taken a leadership role in realizing the key strategies to meet the vision for the Greater Newport Area in the year 2040. Eighty nominations were received with 24 award recipients being named. The Committee is currently soliciting applications for the 2022 Vision awards.

20. In 2018, Council adopted Resolution 3827 which outlined a process for neighborhoods to create a neighborhood association that would be recognized by the City Council. Since this resolution was approved, Council has not received any applications for creating a neighborhood association until this year, when the Nye Beach Neighborhood Association was recognized by Council. Neighborhood associations are intended to be advisory to the City Council and Planning Commission and may develop neighborhood proposals with respect to land use, zoning, parks, and other similar issues.

## **Highlights of City Council Activities**

- Administered the oath of office to Mayor Dean Sawyer, Councilors Dietmar Goebel, Beatriz Botella, and Cynthia Jacobi
- Elected CM Hall to serve as council President for a one-year term
- The City Council, serving as the Urban renewal Board, elected Ryan Parker as Chair and Councilor Aaron Collette as Vice Chair of the Urban Renewal Agency
- Established a meeting schedule for the two-year term of the current Council
- Approved final order regarding appeal of storm water equivalent service units determination for 109 NE 54th Street Requested by Lou Limbrunner
- Approved final order regarding appeal of storm water equivalent service units determination for the Southshore Owners Association requested by the Southshore Owners Association
- Approved Resolution No. 3906, a resolution adopting the Lincoln County multi-jurisdictional natural hazard mitigation
- Adopted Resolution No. 3907, a resolution updating the composition of an ad hoc work group to develop options for distributing affordable housing CET funds, and appointing members to serve on the ad-hoc work group
- Approved a diversity, equity, and inclusion statement for the City of Newport
- Extension of the emergency declaration for the COVID-19 pandemic emergency from January 4, 2021 through February 1, 2021
- Heard from Catherine Roller regarding connection of water and sewer laterals for property located adjacent to Longview Hills
- Approved an engineering scope of services for addendum No. 1 in the amount of \$19,643 for Civil West Engineering Services for conducting the sewer pipeline rehabilitation 2020 project
- Held a Public Hearing regarding the need for regulations to reduce the use of expanded polystyrene (EPS) foam and plastics in the City of Newport

- Adoption of Ordinance No. 2174, an ordinance amending the composition of the Library Board to include a high school student representative, and a cultural diversity representative member
- Adoption of Ordinance No. 2175, an ordinance amending the urban growth boundary and comprehensive plan map to facilitate a residential land exchange
- Heard from the Airport Advisory Committee regarding a request for a letter of support eliminating the sunset provision for state funding for airports
- Approved a memorandum of understanding between the City of Newport and Lincoln County regarding a lease of land for an animal shelter at the airport
- Adoption of Resolution No. 3908, a resolution amending the membership to the Police Advisory Committee and repealing Resolution No. 3905
- Ratify the Mayor's appointments to the Police Advisory Committee
- Established state legislative priorities for the City of Newport
- Adopted Ordinance No. 2176 and Resolution No. 3909 relating to the placement of small wireless facilities in rights-of-way
- Held a Public Hearing on Ordinance No. 2171, an ordinance amending chapter 8.10 nuisances by adding language to Include a chronic nuisance property section
- Discussed authorization of a letter of support to designate the Cape Foulweather complex as a marine conservation area
- Discussed the impacts of homeless camps on private property
- Authorized a housing rehabilitation loan agreement between the City of Newport and Corvallis Neighborhood Housing Services (dba DevNW)
- Adopted Resolution No. 3874 creating a percent for the arts policy for the City of Newport
- Discussed exploring a potential merger with the fire district
- Appropriated funds for architectural and engineering services for phase VII of the Performing Arts Center expansion project
- Approved a purchase order agreement with WaterSmart Software, Inc., for the advanced metering infrastructure program customer engagement platform
- Approved a goods and services agreement with A Quality Construction, LLC, for replacement of the library roof
- Adopted an ordinance amending chapter 8.10 nuisances by adding language to include provisions relating to chronic nuisances at property locations
- Adopted an ordinance relating to building codes for electric vehicle parking
- Heard a report on Vision 2040 activities for the year
- Heard a report on the implementation progress with the Parks master plan
- Heard a report regarding enforcement of regulations on the use of plastic, single-use, carryout bags
- Discussed EPS foam and plastics regulations
- Submitted a grant application to the Federal Emergency Management Agency (FEMA) for hazard mitigation grant funding for 101 water line upsizing project and the 54<sup>th</sup> Street pump station
- Approved a memorandum of understanding with various Lincoln County agencies establishing a county task force on addressing human trafficking issues
- Accepted the five-year financial sustainability plan for the General Fund, and those funds supported by the General Fund
- Conducted a day-long goal setting work session to establish priorities for Fiscal Year 2021-2022

- Authorized a request for funding from the State legislature for the Big Creek Dam design and permitting in the amount of \$4 million. The amount of \$14 million was eventually approved in lottery bond funds for this project
- Heard a report on House Bill 2583 which prohibits establishment or enforcement of occupancy limits on residential dwelling units by public bodies
- Authorized an improvement agreement with Rondys Inc. to upsize a new water main at McLean Point in the amount of \$88,433
- Authorized an improvement agreement with Wyndhaven Ridge, LLC, for a water main installation in the amount of \$83,984
- Authorized an application for a Wildland Urban Interface Assistance grant with the Office of State Fire Marshal in the amount of \$10,747.50
- Authorized an agreement with the Lincoln County Small Farmers Association for the 2021 Farmer's Market
- Approved the lease agreement between the City of Newport and Latta's of Oregon, Inc., and approved a promissory note with Judy Latta, President of Latta's of Oregon, Inc., for repayment of property taxes paid on behalf of Latta's of Oregon, Inc., by the City of Newport
- Heard a report on budget preparation of the schedule for the Fiscal Year 2021-2022
- Authorized a notice of intent to award the Yaquina Heights tank improvements package to MJE Industrial in the amount of \$73,020
- Heard from Susannah Montague regarding changes to the City's food cart code provisions
- Heard from the Arbor Day Foundation recognizing the City of Newport as a 2020 tree city USA community
- Discussed the impacts on the City of House Bill 3115, a bill on Homelessness
- Authorized a grant application to the Federal Emergency Management Agency (FEMA) for the main water tanks replacement project
- Authorized an application for federal AIP planning funds in the amount of \$150,000 for completion of the environmental assessment of the airport obstruction removal project
- Authorized a hangar lease with Northcom 75, LLC, for building site D-4 at the Newport Municipal Airport
- Report on a license agreement with the Newport Trail Stewards (NEWTS)
- Report regarding fourth of July fireworks display
- Awarded the sanitary sewer pipeline rehabilitation project to Advanced Excavation, Inc., in the amount of \$149,275
- Held a Public Hearing and approved the vacation of the dead-end portion of SW 2nd Street/Angle Street.
- Heard from the Oregon Department of Land Conservation and Development regarding the Yaquina Bay Estuary management plan update
- Increase the budget for fireworks by \$10,000
- Heard from Eleanor Landi regarding living conditions at Pine Manor
- Updated on the COVID-19 emergency and extension of the emergency declaration to May 17, 2021
- Approved the 2021 fund exchange agreement with the Oregon Department of Transportation (ODOT)
- Authorized participation in the Mid-Coast Water Conservation program

- Update on car camping provided by the City of Newport
- Authorized a request for funding under the American Rescue Plan
- Awarded the SW Harbor Drive sidewalk and storm sewer improvements project to KSH Construction Company in the amount of \$667,667, based on compiled unit prices.
- Awarded a project installing an additional membrane filtration rack at the water treatment plant to Boede Construction, Inc., in the amount of \$192,392 based on compiled unit prices.
- Approved contracts for engineering with consultants of record
- Adopted an ordinance establishing a Planning Commission Citizen Advisory Committee
- Heard from the Vision 2040 Advisory Committee - The 2020 Community Vision Awards
- Heard from Eleanor Landi - Living Conditions at Pine Manor City Manager's Report
- Discussed management of nuisance and invasive plants on private property within the city
- Held a Public Hearing to consider an increase in the transient room tax effective for Fiscal Year 2021-2022
- Authorized an application for the Oregon Watershed Enhancement Technical Assistance Grant for the Big Creek Watershed forest resource assessment
- Authorized acceptance of an Airport Coronavirus Response Grant in the amount of \$23,000
- Authorized a memorandum of agreement with Lincoln City for LEDS Management Control
- Authorized an intergovernmental agreement between the State of Oregon and the City of Newport for maintenance of the Safehaven Hill tsunami evacuation assembly area
- Approved a task order to an addendum with Century West Engineering for the design of Betty Wheeler's storm drain improvement project in the amount of \$69,580
- Approved a lease of 10.8 Acres of Airport property to McWatkins, LLC, for future development
- Heard a report regarding regulations of horses within the city limits
- Authorized an amendment to the grant contract for Source Water Protection with the Oregon Infrastructure Finance Authority for a project being conducted in conjunction with the Soil Conservation District
- Authorized an amendment to the intergovernmental agreement with the State of Oregon to fund the Newport transportation system plan update
- Authorized the use of funds reserved for COVID-19 relief for the purchase of ceiling microphones and wireless microphones for the Council Chambers audio/visual system in the amount of \$35,849.79
- Authorized an agreement between the Port of Newport and the City of Newport for the purpose of providing police access to the Port video camera system
- Authorized a lottery bond request letter City of Newport 2021 ways means letter for \$14 million in State funding for the Big Creek Dam project
- Held a Public Hearing on the proposed increase in the transient room tax rate
- Approved second ordinance implementing mandatory and certain optional housing provisions of House Bill 2001

- Accepted an appraisal report for a proposed power line easement, as requested by Central Lincoln PUD
- Authorized an agreement with the Oregon Coast Council for the Arts (OCCA) for phase VII renovations to the Performing Arts Center
- Applied for a Department of Land Conservation and Development (DLCD) Technical Assistance Grant to Update the City's Housing Needs Analysis and to Develop a HB 2003 Compliant Housing Production Strategy
- Approved an amendment to a lease agreement between the City and Fran Matthews for retail space in the City-owned building on the Bayfront
- Heard a report on employment of PERS retirees
- Approved a task order with Civil West Engineering Services, Inc., for the South Beach electrical undergrounding coordination in the amount of \$157,168
- Approved a professional services agreement with Jacobs Engineering Group, Inc., for inspection of the internal erosion and repair spillway conduit function at Big Creek Dam #2 in the amount of \$81,634
- Authorized the purchase of a used Wildland/Urban interface fire engine from TruckSite of Sacramento, California, in the amount of \$59,500
- Adopted an ordinance amending chapter 3.05 of the Newport Municipal Code increasing the transient room tax rate from 9.5% to 12%
- Accepted the fiscal year 2019-2020 audited financial statements
- Heard a report from the Parks and Recreation Advisory and Bicycle and Pedestrian Committees regarding the wayfinding signage improvements for the Ocean to Bay Trail
- Approved a resolution requesting a boundary change and renewal of the Lincoln County enterprise zone as requested by the Economic Development Alliance of Lincoln County
- Heard a presentation from Bird Rides, Inc., regarding electric scooter rentals
- Discussed traffic backups around the schools
- Approved an airport hangar lease for hangar site A-3 with Pacific Metal Works, Inc
- Amended the intergovernmental agreement with the Newport Rural Fire Protection District regarding the transfer of equipment to the City of Newport
- Approved a memorandum of understanding (MOU) with the State Library of Oregon for grant funding to serve teens in the community for materials, programs, and/or services
- Accepted the Newport Public Library Strategic Plan for 2021 through 2024
- Discussed concerns relating to the process of City-initiated street vacations
- Held a joint work session with the Port Commission
- Approved a goods and services agreement with Peterson Power Systems, Inc., in the amount of \$32,390 per year for a three-year period for generator preventative maintenance
- Approved an agreement with Yost Grube Hall (YGH) Architecture for the Performing Arts Center phase VII renovations in the amount of \$59,090
- Approved a resolution imposing and categorizing ad valorem taxes for the Fiscal Year 2021-2022
- Elected to receive State-shared revenues
- Approved a fee schedule which established various fees beginning July 1, 2021, and ending June 30, 2022
- Adopted the Fiscal Year 2021-2022 budget

- Adopted an ordinance amending chapter 1.70 of the Newport Municipal Code regarding fire danger restrictions in City-owned woodland areas
- Heard a report from the Destination Newport Committee regarding recommendation to negotiate an agreement with the Greater Newport Chamber of Commerce for direct oversight of Destination Newport Committee activities
- Authorized an agreement with Blue Ridge Strategies, LLC., for community outreach services related to public information on recommendations from the Finance Work Group and potential ballot initiatives in the amount of \$35,000
- Heard a report on \$4.5 million water borrowing for the Fiscal Year 2021-2022
- After almost 16 months under an emergency, the Council terminated the COVID-19 emergency on June 30, 2021
- Approved an amendment of the ESA professional services agreement for work relating to the environmental assessment for tree removal at the airport in the amount of \$166,262
- Awarded a tourism promotion services contract to Fox and Crown Creative in the amount of \$120,000
- Authorized the purchase of property and liability insurance from CIS in the amount of \$431,237.39, and worker's compensation insurance from SAIF in the amount of \$145,706.98
- Adopted an ordinance Implementing a five percent food and beverage tax and referring the ordinance to the voters at the General Election to be held on November 2, 2021, and a resolution which refers the ordinance to the voters
- Adopted an ordinance increasing the tax on motor vehicle fuel dealers to five cents per gallon, and referring the ordinance to the voters at the General Election to be held on November 2, 2021, and a resolution which refers the ordinance to the voters
- Heard a report from the Mid-Coast Water Planning Partnership on the 2021 through 2030 Oregon Mid-Coast Water action plan summary
- Heard a report from Thompson's Sanitary Services regarding the annual rate. No increases were proposed for this year
- Adopted a resolution implementing a corrective plan of action for findings related to the Fiscal Year 2019-2020
- Adoption of a resolution in support of a TGM planning grant application to further the City's efforts to revitalize the city center area
- Approved a land lease with Patricia and Paul Bryan for hangar E (land only) at the Newport Municipal Airport
- Approved an airport land lease with Jeffrey Shapiro for site 4
- Authorized the Lincoln County major crime team agreement
- Approved a contract with Northwest Code Professionals for electric plan review and inspection services to be billed at an hourly rate as needed
- Approved a task order with Dig Deep Research for Big Creek Dam public outreach, grant pursuits, state and federal government relations services, and grant writing services
- Accepted the bylaws and recognized the Nye Neighborhood Association as a neighborhood association
- Approved an application for an airport rescue plan act grant program in the amount of \$59,000 for the Newport Municipal Airport

- Adopted an alert stage 2 water curtailment alert in the City of Newport, effective August 4, 2021 to reduce water used from the Siletz River caused by drought conditions
- Approval of a task order with Civil West Engineering Services, Inc, for public works general augmentation services in the amount of \$139,936
- Authorized the hangar sites of D1, D2, D3 to Ken Williams to construct airport hangars
- Considered a request from Dennis White regarding the Otter Rock Marine Reserve
- Heard a request from Lincoln County Community Rights Board requesting an amicus brief supporting an aerial spray ban with Council referring the matter to the city attorney for more information
- Authorized a labor agreement between the City of Newport and the Newport Police Association
- Authorized a limited emergency declaration for water line break at the Agate Beach State Park parking area
- Awarded a goods and services agreement with Davis Glass, Inc., in the amount of \$128,365 for the replacement of library windows
- Awarded a contract for security and fire alarm inspection, testing, monitoring, and maintenance services to Salem Fire Alarm for a three-year period for an annual base fee of \$19,845
- Adopted an ordinance regarding food carts, and a resolution establishing designated business vending areas
- Adopted an ordinance regarding the composition and duties of the Parks and Recreation Committee
- Heard a request from Nyla Jebousek for a hearing to appeal the city manager's decision to place speed limit signs, pedestrian signs, and a dog waste receptacle on the eastern end of San Bay-O Circle. Council authorized the signage
- Submitted a grant application to the Federal Emergency Management Agency (FEMA) for the underbay waterline crossing project
- Adopted guidelines for a non-profit, social service, grant program to be awarded by the City
- Authorized a personal services agreement with the Greater Newport Chamber of Commerce to manage the city's Destination Newport Committee services
- Heard reports on COVID-19 measures enacted by the City of Newport following the termination of the COVID-19 emergency
- Approved a consolidated lease agreement with Xerox for copiers and copier Services
- Approved a purchase order with Motion Industries to purchase materials to refurbish the aeration basin at the Vance Avery Wastewater Treatment Plant
- Heard a report from Mike Broili and Fred Holzmer regarding management of water supply
- Heard a report on the agreement for management of tourism marketing activities by the Greater Newport Chamber of Commerce
- Adopted a resolution revising the City of Newport's electrical permit and planning review fees.
- Authorized a Department of Land Conservation and Development grant application to further the City's efforts to revitalize the city center area
- Heard a report on the regulation of fireworks in the City of Newport

- Appropriated funding for alcove fence projects at the Recreation Center and the 60+ Center
- Heard a report on the appointment of city engineer
- Awarded the solids Serpentix belt conveyance replacement project to Wildish Building Company in the amount of \$449,700
- Authorized the NW Spring Street storm drain improvement project to RK Construction, LLC., in the amount of \$72,762.40
- Issued a letter of support for Oregon State University's innovation hub (O2IH)
- Heard an update from the Short-Term Rental Work Group on the implementation of the short-term rental ordinance
- Received a letter of resignation for Councilor Aaron Collett and declaration of a Council vacancy
- Authorized an application to the Federal Lands Access Program (FLAP) to improve multi-modal transportation systems on Lighthouse Drive and its connection to U.S. 101
- Adopted a resolution extending the term of the Short-term Rental Group by 12 months
- Heard a report on a draft intergovernmental agreement with the Pacific Communities Health District relating to hospital water resiliency
- Heard a report on the consent agreement with Oregon Brewing Company (Rogue Brewery)
- Awarded the Big Creek Dam spillway mitigation project to James W. Fowler Company in the amount of \$192,500.00
- Authorized the creation of an acknowledgement for the City website and printed materials expressing respect and acknowledgment for the original inhabitants and their descendants of the land where Newport exists
- Approved an intergovernmental agreement with Samaritan Pacific Hospital for the installation of a water tank for hospital emergency services
- Authorized an application for an Oregon Watershed Enhancement Board (OWEB) technical assistance grant for the Big Creek Watershed forest resource assessment
- Adopted a resolution authorizing the exercise of eminent domain to secure property, easements and right-of-way for stormwater and water projects
- Heard a communication from Nyla Jebousek regarding various issues relating to San Bay-O Circle and interactions with City employees (Council opted to take no action on these matters)
- Authorized a lease termination with Northcom 75, LLC, and a new lease with Daniel B. McCrea
- Awarded the purchase and installation of a diesel exhaust extraction system at the firehall to Weidner and Associates for an amount of \$76,259.24, with a transfer of \$1300 from the General Fund to cover the budget shortfall for this project
- Awarded the purchase of fire hose and related equipment in the amount of \$92,194 from Cascade Fire Equipment Company through the League of Oregon Cities National Purchasing Partners GPO
- Authorized the purchase of a police vehicle in the amount of \$56,303.43 from Landmark Ford through the Oregon State Purchasing GPO, with the vehicle being outfitted by Wireworks

- Held Public Hearings and approved limiting public access to the Big Creek Reservoir for day use only, and authorized the use of an access gate at the entrance to Big Creek Watershed to close the road during non-daylight hours
- Adopted an ordinance amending section 2.05.075 of the Newport Municipal Code relating to the composition and duties of the Vision 2040 Advisory Committee
- Approved new rates to Thompson's Sanitary Service for bear resistant garbage carts
- Approved non-profit Social Service Agency grants for any non-profit organization
- Appropriated funding for repairs to Frank Wade Park's large baseball field outfield
- Appropriated Funding for Construction of the Staircase at the Base of the Agate Beach Trail
- Heard a report on the possible use of the City-owned under-bay conduit by Central Lincoln PUD
- Authorized funding to the Greater Newport Chamber of Commerce for providing tourism and marketing services to the City of Newport in the amount of \$141,835.00
- Awarded the 60+ Center roof replacement to Stutzman and Kropf Construction in the amount of \$108,132.00
- Approved an enterprise agreement with Microsoft for a three-year period in the amount of \$65,396.31 per year
- Adopted an ordinance restricting the use of single-use EPS foam and plastic food service ware
- Held a Public Hearing on an ordinance allowing the City Council to prohibit the sale, storage, and use of fireworks during certain weather-related conditions
- Adopted an ordinance amending the term of membership for the Bicycle and Pedestrian Advisory Committee members
- Approved an intergovernmental agreement with ODOT for an enhanced pedestrian crossing at 32nd Street and US 101
- Adopted a resolution replacing bylaws for the Bicycle and Pedestrian Committee
- Heard a report on actions being considered to address Oceanview Drive concerns
- Decided to hold off on replacing the clocktower in the NW corner of the Angle Street parking lot
- Approved a purchase of a 2022 F-350 pickup for the Fire Department in the amount of \$55,718.26 from Dick's MacKenzie Ford in Hillsboro
- Appointed Jan Kaplan to the City Council to fill the unexpired term of Aaron Collett who resigned upon becoming City Engineer
- Received the abstract of votes for the November 2 special election in which Measure 21-205 to provide funding for public safety, the library, parks, and facilities failed 1,161 with results being 1,161 for and 2,512 against; and Measure 21-206 to provide funding for street improvements with results being 1,577 for and 2,092 against
- Adopted an ordinance restricting the use of single-use EPS foam and plastic food service ware and adopted a resolution implementing guidelines for the ordinance
- Heard a communication from the NAACP of Linn/Benton County for Removing Race Restrictions from Deeds and Covenants, Conditions, and Restrictions (CCRs) and authorized staff to provide information on the website

- Consideration of Draft Memorandum of Understanding with Oregon Department of Forestry Related to the Development of a Joint Use Fire Resource Facility at NE 73rd Street with action to be taken in 2022
- Approved an amended agreement for lease of the transfer station site Thompson’s Sanitary Service
- Approved a lease with Michael and Michele Monsanto for Hangar Three at the Newport Municipal Airport
- Approved a memorandum of understanding between the Lincoln County District Attorney’s Office and the City of Newport regarding digital evidence
- Authorized participation of a proposed settlement of the National Opioid Litigation
- Authorized a planning assistance grant agreement with the State of Oregon related to the Yaquina Bay Estuary Management plan
- Heard a report on the update of the electric vehicle charging station options
- Authorized filling of the Deputy City Recorder position with a full-time staff person
- Received the budget calendar for Fiscal Year 2022-2023

## 2021 COUNCIL ACTIONS BY THE NUMBERS

### Meetings

Regular City Council Meetings Held	22
Urban Renewal Meetings (URA) Held	8
Special City Council Meetings Held	3
Work Sessions Held	25
Executive Sessions (Council and URA) Held	14
Town Meetings	0
Council Tours	0

### Council

Minutes Approved (Council and URA)	75
Committee Minutes Received	55
Oregon Liquor Control Commission Licenses Issued	13
Appointments Ratified	44
Special Event Fee Waivers	2
Quasi-judicial Hearings or Continued Hearings	1
Ordinances Adopted	15
Resolutions Adopted	27
Orders Adopted	1
Public Hearings and Continued Hearings	40
Councilor Reports	71

### Financial

Monthly Financial Reports Received	11
Supplemental Budgets Approved (Council and URA)	5
Local Contract Review Board Contracts Awarded	48
Local Contract Review Board Change Orders Approved	2

### Others

Proclamations Issued	8
Presentations/Recognitions at Council Meetings	3

## HIGHLIGHTS OF ACTIVITIES BY CITY DEPARTMENTS

### Community Development Department -- Derrick Tokos, Director

- Facilitated completion of the \$6.5 million urban renewal and State funded 35<sup>th</sup> Street signalization project, with new sidewalk, pathway improvements, decorative lighting, stormwater management, and a reconstructed street section.
- Completed the South Beach US 101 Commercial/Industrial Refinement Plan identifying project priorities for the final round of South Beach Urban Renewal District investments, and providing redevelopment concepts for the Urban Renewal Agency's 2.3-acre property at the northeast corner of the new 35<sup>th</sup> and US 101 intersection.
- Shepherded the Newport Transportation System Plan update through a series of public outreach sessions, meetings with policymakers, and technical analysis to the point where a draft plan with priority projects has been developed, with adoption planned for spring of 2022.
- Put in place a new ordinance that expands opportunities for food carts and food trucks in line with the City Council's goals.
- Supported the Council and Central Lincoln PUD's efforts to improve the resiliency of the City's electrical grid by helping to facilitate the City's sale of an easement across its reservoir property for a secondary, high voltage powerline connection with the proceeds being reserved for future property acquisition within the watershed. Coordinating with community partners to secure grant funds to complete a forest resource assessment in the watershed to help guide those future acquisitions.
- Updated the City's wireless communication standards, including a framework for the eventual deployment of 5G services within City rights-of-way.
- Facilitated construction of close to 100 new dwelling units, including the 66-unit, market rate multi-family housing project known as Wyndhaven Ridge (photo attached), and a 40-acre Urban Growth Boundary amendment that can accommodate new housing without significant expense to the community to update its services.
- Secured more than \$220,000 in State technical assistance planning grants to complete a Housing Capacity Analysis and Production Strategy, and a City Center Revitalization project that will include updated development standards and a framework for a building façade improvement program (both projects are a FY 2022/23 priority).



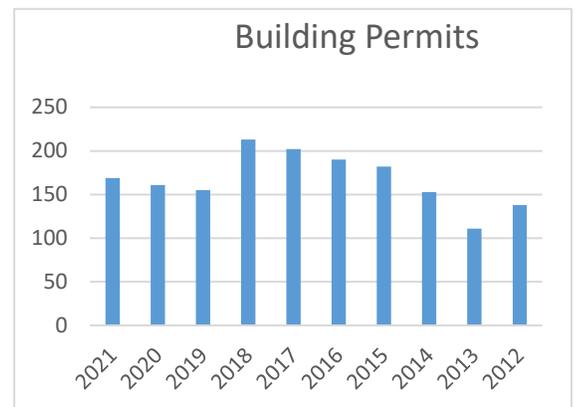
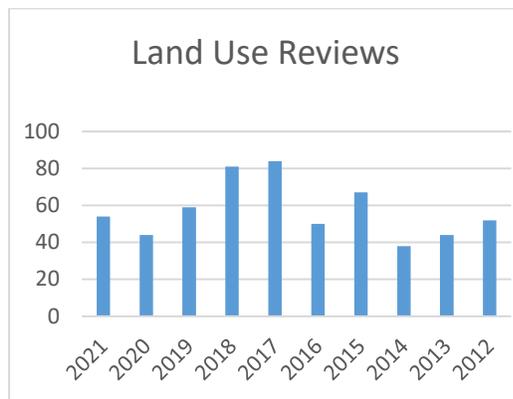
## City of Newport Building Permit and Planning Land Use Actions (2012 to 2021)

	Building Permits <sup>1</sup>	Electrical Permits	Plumbing Permits	Mechanical Permits (Eff: 7/16)	Construction Value <sup>2</sup>	Land Use Actions
2021 <sup>3</sup>	169 (\$261,705.67)	312 (\$38,752.50)	53 (\$6,797.86)	136 (\$16,045.12)	\$13,776,030	54 (\$21,558.00)
2020	161 (\$451,700.77)	285 (\$45,794.06)	72 (\$24,483.34)	161 (\$18,424.28)	\$21,200,985	44 (\$13,392.00)
2019	155 (\$269,840.32)	271 (\$52,560.87)	80 (\$36,110.39)	153 (\$16,416.32)	\$24,141,503	59 (\$24,803.00)
2018	213 (\$391,515.03)	298 (\$50,792.82)	84 (\$41,358.76)	147 (\$70,516.18)	\$30,142,999	81 (\$29,745.00)
2017	202 (\$384,598.23)	347 (\$67,162.20)	73 (\$13,951.66)	184 (\$23,235.95)	\$49,416,705	84 (\$22,006.00)
2016	190 (\$176,506.12)	330 (\$47,902.99)	77 (\$21,938.72)	83 (\$14,443.32)	\$19,980,329	50 (\$27,131.00)
2015	182 (\$184,602.72)	303 (\$39,558.07)	77 (\$14,778.82)	County	\$21,957,649	67 (\$31,870.00)
2014	153 (\$114,841.75)	304 (\$37,193.58)	87 (\$15,084.78)	County	\$13,248,480	38 (\$16,563.00)
2013	111 (\$68,843.48)	258 (\$28,809.30)	61 (\$12,220.12)	County	\$8,131,772	44 (\$11,979.00)
2012	138 (\$120,949.79)	260 (\$31,373.19)	62 (\$14,419.56)	County	\$14,603,755	52 (\$24,583.00)

<sup>1</sup> Building permit totals include the base permit fee, plan review fee, fire and life safety review, State of Oregon surcharges and construction excise taxes. They do not include system development charge assessments.

<sup>2</sup> Construction value attributed to building permits only. Does not include values attributable to trade permits (i.e. electrical, plumbing, mechanical)

<sup>3</sup> Current year figures are as of December 13, 2021 (the date this report was generated).



**Public Works Department - David Powell, Director**  
**Acting Public Works Director, Clare Paul**

This brief report is a sample of the highlights and accomplishments for the Public Works Department for the calendar year 2021. Each Division in the Public Works Department is discussed individually below:

**Wastewater Treatment Plant**

- Established industrial pre-treatment standard for Rogue Brewery
- Successfully repaired the serpentine conveyor in the WWTP sludge processing area
- Successfully replaced failed motors and drives in the aeration basin
- Successfully operated the Influent PS when the Programmable Logic Controller failed
- Installed Flash mix at Effluent Channel



**Effluent Channel Flash Mix**



**Serpentine Conveyor Repair**

**Facilities Maintenance**

- Completed Dude Solutions facility assessment for all City building assets
- The Facilities Maintenance Team remodeled Abbey St. Pier to provide a safer and more appealing attraction for our tourist guests. A benefit also, to our Abbey St. business partners, Surf Town Coffee and Lotta's Fused Glass.
- The Facilities Maintenance team continued their push to convert costly Halogen and Fluorescent lighting into newer energy-efficient LED lighting. This year marked the first of its new multi-year project to change out the City-owned street lights on SE Marine Science Drive.
- The Facilities Team was instrumental in drying out the Library by replacing its leaky roof. The old concrete tile roof was replaced with a new long-lasting asphalt tile roofing system.

**Library Roof Repair**



**New Library Roof**





**Repairs to Abbey Street Pier**

**Water Treatment Plant**

- In January we replaced 70 modules on Rack 2 and in March we replaced 70 modules on Rack 6. These modules were purchased in 2020 when we had the water emergency.
- New emergency generator was installed in the summer of 2021.
- Rack 1 installed and online in December 2021
- Production thru November 2021 is 730 MG.
- We had no issues with water quality this summer.
- Wessel creek bridge installed in March for better access to Siletz pipeline.



**New Treatment Rack**



**Big Creek Dam Outlet Repair**



**Wessel Creek Bridge**



**Bay Front - Dry-Well Flooding**

**New Emergency Generator**



## Collections

- Bay front Spill - investigated and remediated a major sewage spill
- Neff Street solution - Determined a simple fix to a long-standing problem at the Neff Street PS



- 73<sup>rd</sup> Court Contingency - Prepared a pump-around system for the eventual collapse of a sewer gravity main at 73<sup>rd</sup> court
- Generator Assessment and repair - Contracted and completed major maintenance on our larger generator facilities

### Collections Division Crew Pump Repairs



73<sup>rd</sup> Court Slide

## Streets/Storm

- Big Creek Gate - installed the access control gate at the entrance to Big Creek Reservoir
- Prepared a Road Maintenance Vegetation Map that clarifies where the City maintains vegetation along City streets
- Kept Street Storm Drains clear during heavy rainfall events
- Completed paving projects in problem areas



## Big Creek Road Access Gate

## Water Distribution

- Merina Audit Report - Meter verification assistance and Quality Control
- Hydrant Maintenance Program
- No utility strikes by outside contractors
- Testing Large Water Meters
- 500 plus GIS water mapping updates

## Merina Audit Meter Verification



## Meter Testing Program

**Engineering Department, City Engineer, Aaron Collett**  
**Acting City Engineer, Chris Janigo**  
**Assistant Engineer, Clare Paul**

- The Engineering Department was successfully created by separating it from the Public Works/Engineering combined department.
- Despite significant staffing challenges, Engineering was able to push several capital projects through to construction while keeping over 100 projects active through various stages of development, continued supporting the Big Creek Dam Project development, and maintained an active Right-of-Way (ROW) program to support the public.

Budget ID #	Name	Completion Status
P5	Computer Maintenance Management System (CMMS)	Entering long-term integration phase in coordination with Public Works (PW).
S3	SE 35 <sup>th</sup> & Highway 101 Signalization Improvements	Complete.
S6	Ferry Slip Road Line Utility Line Undergrounding (Phase 2)	Phase 2 complete. Phase 3 estimated for construction in 2022.
S7	Street Overlay/Improvement Project	Ongoing program, additional overlays planned for 2022.
S15	Install Pedestrian Activated Rapid Flashing Beacon at US 20 and Eads Street Crosswalk	Design nearly complete. Planned installation in 2022 (pending ODOT permit approval).
S16	SE Harney Street Sidewalk from SE Moore Dr to Yaquina View Elementary	Design complete. Planned construction in 2022.
WW2	Sanitary Sewer Rehabilitation and Replacement (Hurbert 3 <sup>rd</sup> & 6 <sup>th</sup> )	Complete. Future work to include cured in place pipe lining.
WW7	Solids Serpentix Belt Conveyance Replacement	Estimated completion early 2022.
W3	AMI Water Metering System	Completed.
W25	Big Creek Dam #2 Spillway Hazard Mitigation	Phase 1 (void mitigation) complete. Monitoring ongoing.
ST7	Storm Drain Replacement on NW Spring Street	Estimated construction early 2022.
ST9	SW Harbor Way Sidewalk Improvements	Complete.
FM11	Upstairs West Side Library Window Replacement	Complete.
FM26	Replace 2 <sup>nd</sup> Floor Windows at Rec Center	Complete.

Projects undertaken by Engineering include the following:

The status of other projects is listed below:

- Engineering has now hired a new City Engineer and is in the process of filling several other positions (Senior Project Manager, Engineering Technician, ROW Tech).
- We are pushing forward with finalization of Engineering Design Standards, and intend to publish Standard Detail Drawings in Spring of 2022.

### US 101 & 35<sup>th</sup> Street Project.



## **Police Department - Jason Malloy, Chief**

2021 showed several personnel changes and staffing challenges at NPD. One officer transferred to the Bend area as an officer and one officer quit law enforcement. We also recognized Sgt. Mitch France's retirement. We were in a constant state of recruitment for 2021. While we had a decent number of applicants, we were only able to hire one Police Officer in 2021. Most of the recruitments were unsuccessful with candidates that did not advance through the hiring process due to a lack of qualifications, and candidates that were unable to successfully pass the required background investigation. We continue to look for ways to improve both recruitment and retention of Police Officers.

In August, NPD hosted National Night Out. The event was well attended by over 800 visitors. In addition to Government and service vendors, Lincoln County Health offered a COVID-19 vaccine clinic, which was well received. We received many positive comments regarding the event from both visitors and vendors.

In August, Newport Officers responded to a shooting at a residence in NW Newport. The victim survived, however the case remains open. Persons of interest were identified, but no arrests have been made.

During the summer and fall months, Newport Officers dedicated many patrols to patrolling common recreational crabbing areas. The patrols produced a significant amount of game violations, including many violations that rose to the level of criminal citations.

In February 2021, the Newport Police Advisory Committee (PAC) held its first meeting. The PAC is scheduled to meet bi-monthly, however the group agreed to meet monthly to get started on their agenda and publishing a community survey. The survey was published in October 2021. The results will be reviewed and analyzed in 2022. NPD received a special recognition form the City of Lincoln City as a token of their appreciation for our response to the Echo Mountain Complex Fire. The float was designed by a local artist and made from ashes from the Echo Mountain Fire.

While shorthanded, and down five sworn positions for most of 2021, Newport Officers and staff continued to respond to a variety of calls for service.

In reviewing officer activity and calls for service, calls for service were up in 2021 by 13.8% compared to 2020. Reports written by officers was up in 2021 by 9.8% compared to 2020. Overall officer activity, including arrests, traffic stops and citations issued was down in 2021 by 24.5% compared to 2020. The disparity in officer activity in 2021 compared to 2020 is attributed to an increase in calls for service and reports written while having less officers to handle the calls for service. This translates into less available time for our officers to dedicate to unallocated patrol time, where officer activity is generally conducted.

NEWPORT POLICE OFFICER ACTIVITY 2020 vs 2021			
OFFICER ACTIVITY TYPE	2020	2021	% CHANGE
ARRESTS	836	676	-19.14%
DOMESTIC DISPUTES	365	411	12.60%
DUII ARRESTS	66	58	-12.12%
TRAFFIC CITES ISSUED	635	580	-8.66%
TRAFFIC WARNINGS ISSUED	485	256	-47.22%
TRAFFIC STOPS	2,771	2,090	-24.58%
REPORTS WRITTEN	2,613	2,869	9.80%
CALLS FOR SERVICE	16,004	18,212	13.80%



*Shop with a Cop Grant*



*Ready for retirement*



*Come Home Safely*



*Lifelight*



*Centro de Ayuda*

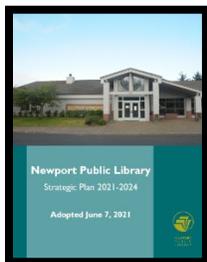
## **Fire Department -Rob Murphy, Chief**

2021 has been a busy year of change for NFD. Starting in March, we saw our month to month call volume return to near pre-pandemic levels. In April, we received a Wildland Fire Assistance grant from the Office of the State Fire Marshal for \$9,000 for in-vehicle radio repeaters. With the funds we were able to purchase 3 units and install them in our first out engine, and our 2 command vehicles. This will help boost our radio signal in hard to reach places such as up Big Creek near the upper reservoir. Also, in April we began wildland firefighter training for the whole department. We finished the training in July. This means all responders have at least the basic wildland fire knowledge and hands on training. In June we placed our new Wildland/Urban Interface (Type 3) Engine in service. Summer was very busy for us. We responded to 257 calls in July alone. This was a 27% increase from July 2020. Overall, year to date we have responded to 2,083 calls for service (1,249 medical, and 834 fire calls). This is an increase of 131 (or 14.9%) calls from YTD 2020.

We had many personnel changes in 2021. In September, long time Engineer Bert Johnson retired. We immediately started an internal promotion process and a Firefighter hiring process. The Engineer promotional process was completed at the end of November. We offered the position to FF Jonathan Anderson. He is in the final phase of backgrounds. The Firefighter process is well underway. We completed in-person interviews and assessment center this Tuesday. A conditional job offer has been accepted and the background check process will begin shortly. Our goal is to have the person start by March 1, 2022. Our open Captain position was finally filled, after being open for over a year. Captain Eric Stafford joined our staff on October 5th. We posted the Emergency Preparedness Coordinator position in July. We held in-person interviews and assessment center in late October. We were able to bring on Dell Lockwood on December 5. We are excited for our new staff. Finally, on the hiring front, Assistant Chief Bob Harvey announced his retirement in the beginning of December. His last day was December 14. We have posted for his position. As we close out 2021, we continue to be there for the community.

## **Library -- Laura Kimberly, Director**

### **Newport Public Library Strategic Plan 2021-2024**



The Newport Public Library developed a new three-year strategic plan for the Library. Darci Hanning, Public Library Consultant for the State Library of Oregon facilitated the development of the Newport Public Library Strategic Plan 2021-2024. City Council approved the Newport Public Library Strategic Plan 2021-2024 on June 7, 2021.



*Our wonderful Teen Library Volunteers*

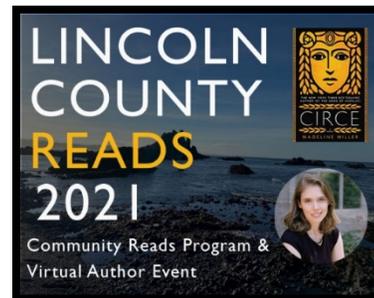
## 2021 Community Vision Award

The Newport Public Library won a 2020 Community Vision Award in the category of D. Learning, Exploring, & Creating New Horizons for a Government Organization. Thanks to The Newport News Times for videography and editing support of the 2020 Community Vision Award Video, now available here: [https://youtu.be/0N2YySUti\\_4](https://youtu.be/0N2YySUti_4)



## Lincoln County Reads 2021

The Newport Library Foundation, along with the Lincoln County Library District, Newport Public Library, Toledo Public Library, Waldport Public Library, Driftwood Public Library, Yachats Public Library, Oregon Coast Community College Library, Siletz Public Library and Guin Library at the Hatfield Marine Science Center joined together to announce



the 2021 Lincoln County Reads selection “Circe” by Madeline Miller, our first countywide Lincoln County Reads program.

The 2021 Lincoln County Reads program was a virtual program which was presented through multiple venues on Sunday, April 25, from 3-4pm. The program was moderated and included a presentation by the author and a Q&A period following her remarks. The program was free and open to the public. We had almost 100 attendees during the live program and almost 100 people who watched the recording on the Library’s YouTube channel.

## Culture Pass Program

The Newport Public Library and Oregon Coast Aquarium are excited about the launch of a Culture Pass program. The Culture Pass is a program for Newport Public Library cardholders. With the help of our community partners, we want to support our library users as they engage in local cultural experiences. Using your library card, adult checkout cardholders in good standing can reserve a pass for free admission for a family of four. Four passes are available per month.



Funding for this program is made possible by the Franz Bakery Foundation, U.S. Bank, Doris & Michael Garcia Fund, the Oregon Cultural Trust, and the Lincoln County Cultural Coalition.

## Libros for Oregon

Libros for Oregon began in July of 2016 as a two-year project entitled “Libros for Oregon: Collections Connect Communities.” Its goal is to increase access to high-quality Spanish language books for Oregon libraries, particularly smaller, rural libraries, by helping more libraries take advantage of the resources of the Guadalajara International Book Festival. Spanish is the second most-spoken language in Oregon. However, many Oregon libraries lack easy access to high-quality, culturally relevant books in Spanish for our Hispanic/Latinx community members. Many such books, especially children’s books, and others written originally in Spanish, are simply not available in the United States. The Guadalajara International Book Fair (FIL) is the largest Spanish language book fair in the world, providing access to high-quality materials not easily available through our usual channels in the United States.

The Newport Public Library was selected to participate in this year’s Libros for Oregon cohort. Libros for Oregon (LfO) is a project that sends representatives to the Guadalajara Book Fair (FIL) annually on behalf of a cooperative of Oregon public and school libraries, to buy culturally appropriate books for their collections and community. The materials purchased are published in Spanish, as opposed to books written in English and translated into Spanish. Every participating library submits plans for outreach activities to connect their Spanish language collection with their community. Vendors at the FIL ship the selected materials to the purchasing libraries and provide the invoices.

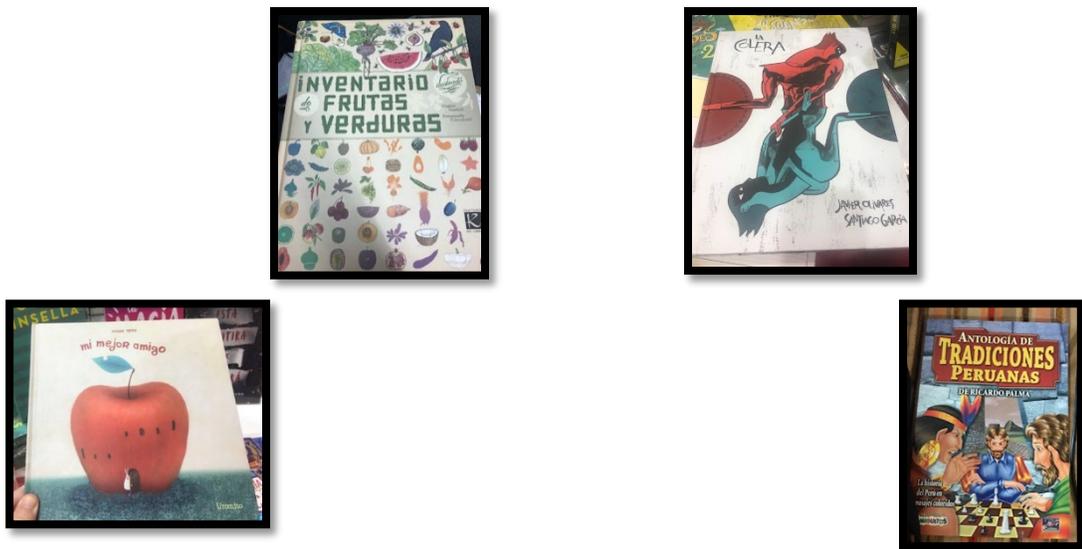
The Library Director was selected to be the Lead Traveler for the travel team for the Libros for Oregon cohort. There was one support traveler from the Driftwood Public Library as well as a MLIS student traveler. The travel team’s expenses were covered by the Oregon Library Association as well as the American Library Association’s Free Pass Program. The materials purchased should arrive in late January/early February.



*Welcome sign to the Guadalajara Book Festival (FIL)*



*Children’s Book Vendor with the Author*



*Examples of books that were purchased at the Guadalajara Book Festival (FIL)*



*Multicultural Books and Videos Representatives going through selected library materials and running updated figures for the Libros for Oregon cohort*



*Newport Public Library 3D Printer*



The Newport Public Library received a Teen Services Grant from the State Library of Oregon. The Teen Services Grant was for \$2,000 from the FY2020 Library Services and Technology grant for the purpose of a project serving teens in the community through materials, programs and/or services. The Newport Public Library purchased a 3D printer and applicable materials needed with the grant funds. Pictured above are some of our teen volunteers setting up the 3D printer as well as a picture of the 3D printer. Pikachu is one of our more recent 3D printer creations.

## Parks and Recreation Center -- Mike Cavanaugh, Director

### **Aquatic Center**

Below are some highlights from the programs and events that we were able to offer:

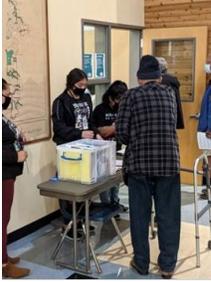
1. The Aquatic Center hosted three special events this summer. This was our first time hosting special events since prior to COVID, and we had great community turnout. Our Ice Cream Social had 57 attendees, our Aqua Luau had 80 attendees, and our Splash Party had 49 attendees.
2. The Aquatic Center staff taught 366 swim lessons this year, while complying with COVID guidelines. This took lots of flexibility, patience, and creativity on behalf of our instructors.
3. The Aquatic Center hosted two large invitational swim meets, as well as multiple smaller dual meets. The Seahorse Invitational (Newport Swim Team) in July had 118 swimmers, and the Newport Invitational (Newport High School) in December had 124 swimmers.

### **Recreation Center**

1. Saturday, May 1, we held an Arbor Day event at the Library, which, due to COVID, was a drive-through event. This event was part of our Tree City USA program. We partnered with the library, which gave away flower seed kits. The Rec Center gave away 80 trees, with packets that included publications on planting, facts about trees, and coloring sheets for kids. Leftover trees were given to the City Wastewater Department and to the victims of the Otis fire who will re-plant them in their area. Funds for the trees, publications and books purchased for the Library were received from a grant from the Oregon Community Trees.
2. The Recreation and Aquatic Centers held their first Latinx Night on Monday, September 27. The Lincoln County Health Department provided free vaccines to 23 attendees, and Centro De Ayuda provided translation and giveaways. Mayor Dean Sawyer, Council members Beatriz Botello, and Dietmar Goebel all stopped in to assist. Parks and Recreation Committee member Eva Munoz also aided. Tours of the facilities were given, refreshments served, and lots of information was provided to participants. Although it was not a huge turnout, we really feel that it was worth the effort and hope to do it next year during Hispanic Heritage month.

### **60+ Activity Center**

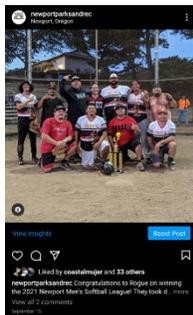
1. New Supervisor hired and in place, new Clerk will be selected this month
2. Many classes and activities have resumed or will resume in January, participation is increasing
3. People are regularly coming to play pool, attend exercise classes, play games in the lounge, play Wii Bowling, etc.



## Sports Highlights

While the Newport Sports Program had many great challenges due to the pandemic, there have been a few very encouraging signs that the sports program is well on its way to normalcy:

1. The Adult Softball League had more teams sign up than in recent history, with 8 teams for the men's league, and 9 teams for the coed league. Each league had an 8-week regular season, with a final week for playoffs. The community seems to have really missed sports as evidenced not only by the number of teams, but also by the fact that a picture posted of the championship team garnered the most likes in the history of the Newport parks and rec Instagram page. This can also partially be attributed to the additional 150+ followers gained over the last 6 months, due in part to increased promotion of parks and rec social media.
2. Youth basketball has 18 total teams formed for league play, with an average of 9 kids per team! The business community has been eager to get involved and support these teams, as we had 17 local businesses sponsor teams. This amounted to over \$2500 in sponsorship money, which has assisted in the cost of jerseys and equipment, which in turn allows us to keep our programs affordable for the entire community.



## Park Maintenance

Throughout the 2021 year, our dedicated group of Landscape Volunteers have made great improvements to the beauty of Newport's outdoor spaces.

1. We weeded, cleaned up and planted wildflower seeds at Angle Street Parking lot, pruned, weeded, and maintained Mombetsu Sister City Garden. Other areas we have worked on include: the street facing landscape and sidewalks at the Newport Library, and the landscapes at the VAC and PAC.
2. Our Volunteer group cleaned the historic murals on Bay Boulevard.
3. We weeded the sidewalks, pruned back the overhanging blackberries and shrubs, and washed the murals on SE 2<sup>nd</sup> St and Hurbert St.

4. As part of our Tree City efforts we planted 4 specimen trees at Frank Wade Park - Japanese Snowbell trees (*Styrax japonicus*) on Friday October 29, 2021.
5. There have been other projects in collaboration with - Newport's Rotary Club and the Nye Neighbors Association, where we focused our efforts on cleaning up at Literacy Park, and at the PAC. The Nye Neighbors donated mulch and new plants for the containers at the PAC.
6. The biggest project that we worked on in 2021 was the revitalization of Frank Wade Park. This effort was a collaboration - with Mike Cavanaugh leading, and included our Public Works Department, the Parks Maintenance Crew who had a variety of special projects, and included a final push by the Lincoln County Adult Corrections Crew who pruned Shore Pines, hedged the Escallonia and cleared off the blackberries and shrubby growth on the North side of the parking lot.

We had our very first city-wide Volunteer Workday at Frank Wade Park on Saturday September 25<sup>th</sup>. We had about 30 volunteers sign in and help us with pruning, weeding and general clean-up. The efforts from all these volunteers, city employees and the Corrections Crew resulted in 6 trailer loads of woody debris and weeds being hauled away!

We started by renovating the children's play area - pulled all the weeds and pressure washed the play structure. We replaced the Playground Chips with Luckey and Jason manning the machinery and volunteers helping to distribute the chips. The volunteer workday was a success due to the turnout from the Pickleball players as well as Newport residents - who cleared weeds in and around the tennis courts and especially along the West side of the courts where a big clean-up made a huge difference.



### COVID-19 Lowlights

2021 was a difficult year for the entire department! The pandemic hit us very hard in many ways. All of the departments struggled in some form or fashion through community engagement, programming, and staffing. Below are a few examples of these issues:

1. 2021 will be remembered as the year we could not keep our Recreation Center Building Attendant positions staffed. We are budgeted for 4 positions, but most of the year we had only 2 or 3.
2. Our numbers in our childcare programs have been very low in 2021. Our Summer Activity Club, normally averages between 40-60 kids, this summer we averaged around 13 per day. The after-school program has been averaging about 7 kids per day, when we used to average between 25-40 kids.
3. The 60+ Center remained closed until July 1, 2021. This was a 15-month closure due to COVID. During that time, the 60+ Center lost its supervisor, Peggy

O'Callaghan, to retirement in April 2021 and its office clerk, Dee Key, to resignation in October 2021. The facility will see a complete staff turnover due to these positions being vacated.

4. 2021 was a difficult year for the Aquatic Center due to staffing shortages, which limited the number of programs and events that we could offer. Staff tried successfully to implement a few programs, but the emergence of the Delta COVID-19 variant hindered that progress.

### Newport Municipal Airport - Lance Vanderbeck, Director

#### **2021 Highlights for the Airport:**

Lincoln County Animal Shelter is a go for the airport. Front acreage of airport leased by McWatkins LLC. New hangar construction and almost full land leases. Airport selected and participating in pollinator restoration project lead by Maxine Centala. Storm pipe project completed seem sealing and fish passage mitigation project completed at Lake Creek. Newport Airport's Facebook page passed the 1,000 followers mark.

2020 = 6,599 logged operations. 48,691 gallons pumped, 32,953 gallons Jet-A, 15,738 gallons AV gas. 213 crew cars and 420 rental cars. Jet traffic 107

2021 = 6,966 logged operations. 84,316 gallons pumped, 65,101 gallons Jet-A, 19,215 gallons AV gas. 396 crew cars and 574 rental cars. Jet traffic 200

Difference: increase of 367 logged operations, increase of 35,625 gallons pumped, increase of 32,148 gallons of Jet-A, increase of 3,477 gallons of AV-gas, increase of 183 crew cars, increase of 154 rental cars. Jet traffic increase of 93.



USAF C-130J Super Hercules. April 2021



February 2021. TBM 700 transported a White Pelican and loggerhead sea turtle to San Diego for the Oregon Coast Aquarium.

May 2021, Hawker 4000 and ERJ-135BJ





October 2021 Gulfstream G-IV

**Human Resources Department - Barb James, Director**  
2021 Operational Highlights

Newport Police Department Collective Bargaining Agreement Finalized

COVID-19 Vaccine Exemption Process Developed

COVID-19 Code of Conduct for P&R reopening

COVID-19 Testing and Return to Work Policy revised in compliance with OSHA, Governor, and OHA requirements

EEO-4 Reporting

Numerous interim changes in P&R and PW due to staffing changes

Reviewed background check process. Implemented new FCRA requirements under Fair Credit Reporting Act due to changes in the process

New Policies Developed

- Travel Policy
- Working After PERS
- Heat Stress Prevention Policy
- Police Sergeant Incentive Pay Policy

Employee Referral Program implemented

2021 Recruitment Activity

- 103 Requisitions opened
- 281 applications screened
- 47 current open requisitions - in various stages of the recruitment process
- 15 open positions - currently posted

Nine-week Leadership Training coordinated for new and existing management staff

Numerous complex employee issues - some involving in-depth internal investigations

Worked with department management on the development of an Employee Code of Conduct

Numerous job descriptions revised

Job descriptions developed for new positions: GIS Technician, A/V Technician, Electronic Transaction Specialist, Engineering Supervisor, Assistant City Manager/City Recorder, Executive Assistant-HR, Bi-lingual Community Resource Specialist, City Engineer, and Public Works Director, Laborer

Implementing a physical abilities pre-employment testing for new hires for the Laborer position

Implemented NTN software to streamline the POST testing for police officer positions  
 Implemented language testing for bi-lingual positions

Time - January 1, 2021 - December 22, 2021

**Terminations**

Total = 40

Retirements = 8 (included in the total above)

EMPLOYEE	DEPARTMENT	YEARS OF SERVICE
Kathy Crews	P&R -Aquatic Center	21
Greg Evans	Public Works	26
Mitch France	Police	13
James Guenther	Public Works	45
Jeffery Ingram	Library	31
Bert Johnson	Fire	20
Peggy O'Callaghan	P&R -60+ Center	17
Doug Moss	Engineering	4

**Terminations by Department**

Airport	1
City Manager's Office	3
Community Development	1
Engineering	2
Finance	1
Fire	1
IT	0
Library	2
Parks and Recreation	21

➤ 60+ Center	2
➤ Aquatic Center	8
➤ Recreation Center	10
➤ Parks Maintenance	1
➤ Sports	0

Police	4
Public Works	4

➤ Water Distribution	2
➤ Streets	1
➤ Wastewater Collections	1
➤ Water Trmnt. Plant	0
➤ Wastewater Trmnt. Plant	0

## New Hires

Total = 30

### New Hires by Department

Airport	1
City Manager's Office	2
Community Development	1
Engineering	1
Finance	0
Fire	1
IT	0
Library	0
Parks & Recreation	18

➤ 60+ Center	1
➤ Aquatic Center	5
➤ Recreation Center	11
➤ Parks Maintenance	0
➤ Sports	1

Police	2
Public Works	4

➤ Water Distribution	1
➤ Streets	0
➤ Wastewater Collections	1
➤ Water Treatment Plant	0
➤ Wastewater Trmmt. . Plant	1

## Recruitments

Total requisitions opened for the year - 102

Open Requisitions - 48 (includes some that have not been closed due to recent or upcoming hires or positions are on hold. These positions are listed below.)

- Emergency Preparedness Coordinator
- Librarian I
- Deputy City Recorder (PT)
- Executive Assistant -Police
- Firefighter/EMT
- Police Officer
- Utility Worker I - Wastewater Collections
- Recreation Leader
- Building Attendant
- Lifeguard
- Reserve Police Officer (on hold)

Current Open Requisitions/Vacancies - 37

60+ Center Office Clerk  
Accounting Technician - Utility Billing  
Airport Specialist  
Assistant Aquatic Supervisor  
Assistant City Manager/City Recorder  
Assistant Fire Chief-Fire Marshal  
AV Technician  
Bi-lingual Community Resource Specialist  
Building Attendant x 2  
Custodial Worker  
Deputy City Recorder - FT  
Engineering Technician  
Fire Engineer  
GIS Technician  
Librarian I  
Lifeguard x 6  
Parks Maintenance Supervisor  
Parks Maintenance Worker x 2  
Police Officer x 6  
Public Works Operations Superintendent  
Public Works Office Assistant  
Recreation Leaders x 2  
Senior Utility Worker - Water Distribution  
Utility Worker I - Streets

Positions posted multiple times

Police Officer	Ongoing
Police Sergeant	2
Fire Captain	3
Accounting Technician - Utility Billing	2
Public Works Operations Superintendent	3
Lifeguard	Ongoing
Building Attendant	Ongoing
Recreation Leader	Ongoing
Seasonal Recreation Leader	3
Control Desk	2
Assistant Aquatic Supervisor	2
Bi-lingual Community Resource Specialist	2
Parks Maintenance Supervisor	3
60+ Center Office Clerk	2
Deputy City Recorder	2
Library Specialist I-II	3
Utility Worker I - Wastewater Collections	3
Utility Worker - Water Distribution	2
Senior Utility Worker - Water Distribution	2
Safety Officer	5
Sports Program Coordinator	2

Year 2021 has been an extremely challenging year for recruitment and staffing. Early in 2021, it seemed childcare, fear of infection, and unemployment benefits were some of the main catalysts behind the staffing crisis. Economists say changing demographics like ageing and retiring workers are also a factor behind the shortages.

Multiple openings occurred at the City in 2021 due to staff turnover and retirements. There has been a reduced applicant pool across the organization for most of our posted positions. Positions needed to be posted multiple times due to a lack of qualified applicants, individuals unable to successfully pass the pre-employment process after receiving a contingent job offer, and/or a lack of commitment from the candidate once a contingent job offer was extended.

Examples include the Fire Captain recruitment. The position was posted three times before we were successful in filling the position. The recruitment process was lengthy due to a combination of issues; 1) having a limited pool of qualified applicants, 2) two contingent job offers were made, with both candidates failing to successfully pass the background, and 3) having to post the position multiple times because of the first two issues listed above.

Other examples are the Police Officer and Sergeant recruitments. Law enforcement agencies across the United States are struggling to recruit and hire police officers. Newport is no different. The City has lost a number of police officers in 2020/2021 for various reasons, creating five vacancies at its highest point. The Police Officer recruitment has been posted multiple times, and is one of the City's ongoing recruitments for 2021. There has been a limited pool of qualified candidates, an inability for candidates to successfully pass the pre-employment background process, and a lack of commitment on the part of candidates once a contingent job offer was made. Similar issues that we have encountered for other recruitments.

## **Safety**

Consolidation and centralization of Fire alarm security, inspection, testing, monitoring, and maintenance services. Chosen provider is Salem Alarm. Implementation complete. Finalizing outstanding compliance and maintenance issues that were long-standing with previous provider

### Competent Person Training -Equipment Training

Discussions begun on identifying competent persons for equipment used at the City in Public Works and Parks and Recreation.

This is part of a citywide program that will be overseen by the Safety Officer in coordination with the PW Director and the P&R Director to formalize an equipment training program.

### Safety Champion Program

Working with department management on identifying safety champions for each department/facility.

The city has one Safety Officer that is responsible for the complete management and oversight of a citywide safety program. To assist with this

oversight, the city intends to implement a “safety champion” program with participants from each city department/division. Department Heads will be asked to identify “safety champions” to participate in this program.

In essence, a Safety Champion is a member of the workforce who promotes safe working with their own actions. They strictly adhere to your City’s health and safety policy and guidelines. In addition, they can take an active role in safety committees and suggest improvements for the safety of City practices. They set a good example for health and safety encourage and inspire other workers to make positive changes that help create and maintain a safe and healthy workplace.

### **Information Technology -- Richard Dutton, Director**

Statistics from Information Technology for the calendar year.

- Website sessions = 233,000
- Helpdesk tickets = 2007
- Network and System Availability over all monitored nodes = 99.53%
- Streamed video from meetings: 37k views, 16K unique visitors
- 200PB cumulative data backed up
- 7115 wireless devices served

### **Finance Department - Mike Murzynsky, Director**

Below are the Finance department highlights for the 2021 year:

- 1) **2019-20 Comprehensive Annual Financial Report (CAFR)** was submitted to Government Finance Officers Association (GFOA) Excellence in Financial Report. They began their process in June 2021 and to date we have not received the results of their reviews. The results may not be received until March 2022.
- 2) The **2021-22 Budget Process** was started in January and completed on June 29, 2021.
- 3) A **new electronic payment processor, Invoice Cloud**, affiliated with the City’s Caselle software was chosen to help the City create a one-stop shopping stop for the citizens. Implementation began in March 2021 and it went live November 1, 2021.
- 4) A **new water use by citizen account tracking system, Watersmart**, was chosen. Implementation began in June 2021 and went live November 1, 2021.
- 5) **Amazon accounts** from all city departments were consolidated into ONE Citywide Account.
- 6) The **Xerox copier leases** were consolidated into ONE account and ONE vendor with Xerox.
- 7) The **Bank of America P Cards** used by City departments was changed to the **Umpqua P Card system**.

### **City Recorder/ Special Projects - Peggy Hawker, Director**

1.) Managed the City Recorder responsibilities with a half-time Deputy Recorder through July, and without any Recorder support through the end of the year due to difficulties with recruiting a part-time Deputy City Recorder. The City Council authorized that this position be filled by a full-time Deputy in December of this year. The search is on!

- 2.) Worked with the Public Arts Committee on a new 2% for the Arts Policy which was approved by the City Council this year.
- 3.) Supported the staff of the Police Advisory Committee through the course of this year.
- 4.) Developed language and worked with the County Clerk to place two measures on the November 2 ballot for funding City operations.
- 5.) Provided oversight to the Farmers Market.
- 6.) Developed guidelines and administered the City Council's social service non-profit grants.
- 7.) Drafted ordinances related to various issues, including single-use containers for food and beverages, committee memberships, and other ordinances throughout the year.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "S. Nebel".

Spencer R. Nebel  
City Manager