

NEWBERG LEADERSHIP TEAM WEEKLY MEETING AGENDA NOVEMBER 3, 2021 (830-1000)

Items for the week and upcoming items for the month

City Manager-Interim (Will):

- Will's agreement with city council.
- Operation paperclip.
- Ethics and STRIVE policy.
- Hiring Policy

City Recorder (Sue):

- Legislative Redistricting update
- Hybrid Meeting questions

Community Development (Doug):

- Current Planning cases
- OEDA Conference November 8 – 10 (mornings)
- Planning Commission – Annexation and Middle Housing hearings Nov 10th
- NUAMC Nov 23rd – IGA and Bylaws
- Historic Commission Nov 16th – 5-Year Work Program
- McMinnville City Council – Construction Excise Tax – Nov 17th

Community Engagement (Lacey):

- STRIVE – Teamwork Award Nominations

Finance (Kady):

- November Payroll – timesheets due to Finance by November 19th
- ARPA Request – for next budget committee meeting December 15th

Public Works (Russ):

- WTP Property Purchase
- Speed Signs- Crestview, Deborah, Villa
- Sidewalk Grant and Loan funds
- TUF projects- Next – E. Franklin Street, S. Willamette Street
- City Hall HVAC – RFP
- Library Project RAIN – Additional Failures found.
- BLUEzone units

Library-Interim (Korie):

- This week we resume storytime for the first time since the pandemic started.
- For November our library focus is Indigenous People's month and celebrating Veterans.
- Library statistics are starting to pick back up again after our closure.

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Personnel (Issues related to global personnel matters)

Community Development (Doug):

- Associate Planner recruitment closes November 12th
- Assistant Planner recruitment underway

Public Works (Russ):

- PW staffing - PWE- 3 position, PWM - 2 positions, + Sick, Quarantine, Restricted Duty, Holidays

Accolades and requests for help

Finance (Kady):

- Spyglass analysis completed – will need assistance from departments determining which of their options we can utilize.

Public Works (Russ):

- PWM Team – Downtown Trick or Treat

Library-Interim (Korie):

- We've had happy feedback from our new telescope Grab-and-Go activity created by Samantha Qualls (see picture).



VACATION SCHEDULES					
Alison					
Cameron	11/20-11/29				
Doug					
James					
Jeff					
Kady	11/12	12/6-12/7			
Karen					
Lacey	11/12	11/22-11/26			
Russ					
Shannon					
Sue	11/12				
Will					

*Contact Zaira to make any changes to the vacation schedule