

## MEMORANDUM

**DATE:** February 15, 2026  
**TO:** Milton-Freewater Mayor/City Council  
**FROM:** Tim Johnson, Interim City Manager  
**SUBJECT:** City Manager's Report for February 1-15, 2026

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The following identifies meetings and actions that took place February 1-15 and items pending in February 2026.

### MAYOR/COUNCIL MEETINGS

1. Met with Mayor, weekly, Wednesday mornings.
2. Met with Councilmembers regularly schedule monthly if not more through e-mails and phone calls.

### INTERNAL OPERATIONS

3. Selection Process for Parks Supervisor
  - Reviewed Candidates
  - Provided key follow up questions
  - Scheduled interviews February 27th
4. Selection of Recruiting firm for CM
  - Reviewed proposals
  - Presented Recommendations before Council
  - Notified Firm/Recruiter
  - Completed Contract (working)
5. Selection of Recruiting Firm for Public Works Superintendent
  - Reviewed Proposals
  - Presented Recommendations Before Council
  - Notified Firm/Recruiter
  - Complete Contract
6. Walked Golf Course, review status of course. Identified the following:
  - Acquisition of ph balanced and higher silica content sand for top dressing greens. Acquired from Grass Roots Agronomics, in Emmet ID. Bought in 50 lbs. bags. They will be temporarily stored in a cart house. Of interest, average two 50 lbs bags for 1,000 Sq. ft. putting green. Meanwhile, existing sand found to be contaminated due to lack of storage protocols, will be used elsewhere in Public Works/Parks operation.
  - Greens will be plugged and top dressed

- Tee boxes need further TLC. Need seed and sand mix to repair some.
  - Need to acquire broadcast spinner for putting green top dressing, aerator and fairway vacuum to remove tree debris and needs from area of play. Costs are estimated at less than \$10,000 for all. This will reduce the significant labor costs to use gas powered blowers to pile then remove. Savings alone will justify purchase within a year.
  - Additionally, after examining work load, I will assign one person to the course this summer supported by two seasonal employees on weekends and evenings.
  - Directed staff in support of the mayor in the inaugural State of the City Address Assisted mayor in address/presentation (See article Attached)  
Key component involved publication of Department Infographics (See Attachments)
7. Submission of over \$7 million in federal and state grants for water and electric infrastructure improvement projects.
  8. Hosted Umatilla County Mayor's/Manager's meeting Feb. 19<sup>th</sup>
  9. Prepping for Spring Meeting, League of Oregon Cities, sign up for Councilmembers, staff
  10. Due to flu, unable to attend Annual Chamber of Commerce Dinner
  11. Worked with Mayor on retention effort for City Attorney for Mayor/Council
  12. Completed & presented Mid-Year Report
  13. Reviewed and Examined Audit. Due to interim status, however even though reviewed and had questions on elements of the report, directed Finance Director to sign report. Key concern dealt with a loan that was made to course through the use of tax increment financing decades ago and is still on books. Two options: Either write it off or have the General Fund assume responsibility of paying off.

Continuing Fleet Management and Maintenance Review, working with multi-disciplinary staff from Light & Power, Police, Fire and Public Works. Recent work found that based upon the American Public Works Association, that the industry standard of needed for vehicle replacement is 15% for a reserve account. The city is well over the required reserve amount from a percentage perspective and is over \$500,000+ in aggregate value.

Additionally, continue to examine the condition of city fleet equipment to determine if it is functionally if not economically obsolete, meaning, it no longer can perform the work efficiently due to its costs of operation and or the costs of constant repairs which far outweigh its value to the city.