



## WEEKLY DEPARTMENTAL UPDATES

MAY 01, 2015

### ADMINISTRATION / UTILITY BILLING

- As of May 1, 2015 the outstanding balances on active accounts are as follows:
  - 90 days \$39.55
  - 60 days \$292.64
  - 30 days \$1,859.75
- Late fees will be applied and shut off notices will go out May 18, 2015
- Shut offs will on May 30, 2015
- Utilities clerk added 4 new water/sewer accounts to our billing system
- 2 Mechanical permits were issued this week.

### POLICE DEPARTMENT - VPD

- **April 16<sup>th</sup>, 2015 – April 29<sup>th</sup>, 2015** – The total number of Calls for Service and Officer initiated activity was “87”. Details of the weekly activities will be outlined in a monthly report. Statistics are compiled at the end of the month and the official data is not available until the following month. Therefore, the monthly reporting will always be for the previous month.
- **Training** - April 20<sup>th</sup>, 2015 - April 24<sup>th</sup>, 2015 all VPD staff attended "Crisis Intervention training". This training was free and was hosted by St. Helens Police Department. A Majority of Columbia County Law Enforcement agencies attended. The training provided us with some additional tools/ways to successfully deal with people in crisis or mentally ill.
- **Nuisance Abatements-** Several residence took advantage of the “Vernonia Clean Up” weekend and corrected some of the violation. VPD is still working with several residences to correct other problems.

### FINANCE

- Finance Director attended the 2<sup>nd</sup> budget meeting where the group discussed Airport, Cemetery, Parks and Debt funds. The next meeting is scheduled for May 5<sup>th</sup>
- Finance Director, along with other staff members, attended the Public Works Committee meeting this week to discuss the current sewer debt and options for early payment.

- The advertisement for bids for the WWTP project has finally been published and contractors are already responding to the ad. We are scheduled to open bids by the end of May.

## PUBLIC WORKS.

- Parks Superintendent was in assistance to Public Works department crew for construction /improvements along 5<sup>th</sup> Avenue.



## LIBRARY

- Library Director continued to finalize programs, publicity, and outreach plans for Summer Reading this week. A full list program list will be ready by mid- May. Summer Reading registration will be available for a few days at the Summer Meals Program and the Farmer's Market as well as the library this year. Dates TBA.
- Attendance for Preschool Storytime and Baby and Toddler Time is starting to go up with our new schedule. We are happy to see some new children attending as well as our faithful regulars. Baby and Toddler Time is every Monday, 10:30 am and Preschool Storytime is every Friday, 10:30 am.
- Library staff continues to open up space on the shelves and shift collections. Packed shelves are hard on bindings and make it easy for books to get pushed behind other books. Thank you to Barbara for all of your hard work in the Young Adult and Children's NonFiction sections. Our books now have some breathing room!
- Betty Huser, Columbia County Clerk, came to the library on Thursday to swear in library staff. Staff has to be sworn in every election to be an official ballot dropsite.

## PARKS

- The Parks Superintendent focused on our major parks clean up maintenance. The Summer season is upon us, and after the long winter all parks and facilities must be brought up to par and improved. Right now the focus is on Anderson Park , Vernonia's Lake...but soon we will be very involved with the New Spencer Park...once the existing fence will be removed (June) and bollards will be placed to protect the fields.

Mowing grass will become a daily operation to be on top of all City's facilities, and empty residential lots...

## CITY RECORDER / ADMINISTRATION

Check the City website at [www.vernonia-or.gov](http://www.vernonia-or.gov) for updates:

- City Hall will begin new hours starting Monday May 4<sup>th</sup>, 2015 and will be closed for lunch from 12:30-1:30pm.
- A Public Hearing will take place at the next Council Meeting, Monday, May 4<sup>th</sup>, 2015 regarding the conservation easement for the Lincoln Elementary School Property.
- Attended the second City Budget Committee meeting. City Budget Committee meetings are held every Tuesday, at the Cabin in the Woods, from 6-9pm.  
The funds to be deliberated are as follows by proposed date of deliberation:  
May 5<sup>th</sup> Parks/ Administration / Police / Library/ General Fund  
May 12<sup>th</sup> Water / Sewer / Streets / Sewer Rehab / Facility Reserves Funds/ VCLC, CDBG, VPC

The Budget Committee will continue to meet each Tuesday until all funds are tentatively approved by the Budget Committee at which time it will go to City Council for formal adoption.

## CITY ADMINISTRATOR

- City Administrator attended the second Budget Review Committee.
- City Administrator and City Engineer (Jon Forrester, Otak Engineering) walked the downtown corrido , and met to discuss and draft proposals for downtown trees/ sidewalk/ parking stalls. At the April 6<sup>th</sup> Council Meeting Council was presented with three distinctive options about potential solutions to the tree/sidewalk/parking issue(s).

Council chose a combination of 2 designs and directed staff to determine an estimate for the potential number of parking established, and for the project cost (cobblestone infill/repair, planters, and parking striping). Information/data will be given to the City Council at the next Council Meeting about Trees and Paving, Parking spaces, and Planters typology & cost

- City Administrator attended Public Works Committee meeting.