



WEEKLY DEPARTMENTAL UPDATES

MAY 22, 2015

ADMINISTRATION / UTILITY BILLING

- As of May 22, 2015 the outstanding balances on active accounts are as follows:
 - 90 days \$20.49
 - 60 days \$234.05
 - 30 days \$2,167.61
- Door hangers will be posted on May 26, 2015
- Water Shut offs will be on May 28, 2015
- 1 building permit was issued this week.

POLICE DEPARTMENT – VPD

- **May 14, 2015 – May 20, 2015:** The total number of Calls for Service and Officer initiated activity was “38”.
- **Nuisance Violations:** VPD’s Code Enforcement Official is still working on correcting numerous violations within the city. Since we have taken a more aggressive approach to correcting nuisance violations we have received a lot of public input. Some positive and some negative. In addition, I have notice more public involvement in advising us of violations they would like to see corrected. These public comments have been very helpful and much appreciated. Based upon some of the comments received, we will likely be adjusting our process to make us more efficient. A more detailed update will be provided during the next Council Meeting.
- **Surplus Patrol Vehicle:** The sale of the 2006 Crown Victoria was completed on 05/19. The vehicle was purchased by Oregon Patrol Service. The Ford expectation that will be used by the City is nearly ready for City use. We are hoping to have it ready by the end of next week.

FINANCE

- Interviews for Park Host were held this week. While the posting was for Anderson Park, we are now in need of a host for Airport Park as well. We were lucky enough to have applicants willing to host at either site and should have both positions filled by next week. We are sad to lose our current hosts and wish them luck in their next adventure.
- The City is looking for a part time Planner to replace Carole Connell who resigned in March. Carole had been with the City for several years and we will miss her friendly face around here. While she has been kind enough to help us out the past few months, we are hoping to fill her position to better serve the community. Visit the city website for more information.

- Finance Director met with City Administrator to review proposed changes to the Vernonia Police Association contract. No major changes have been requested and we hope to close negotiations in the next couple of weeks.
- The City's insurance agents from WSC Insurance visited us for our Annual Renewal Meeting. They do a great job of keeping the City protected and up to date on all things insurance related.

PUBLIC WORKS.

- The motor of the Lake pump gave up. PW crew removed the pump and delivered it to Hemer Electric to be repaired.
- PW crew sprayed the lily pads at Vernonia's Lake. The water lilies become periodically (seasonally) an issue for our lake. A few water lilies create shade and protection for fish and other aquatic animals but when allowed to take over, or when the species is invasive, they negatively impact ponds. When water lilies grow too thickly over the water's surface, they interfere with oxygen exchange. The large pads trap heat in the water which leads to algae blooms and stagnation. The stagnant water makes prime habitat for mosquitoes.



LIBRARY

- Library outdoor clean-up event was held Saturday, May 16. We had twelve hardworking volunteers and the grounds look wonderful. Thank you so much for all of your efforts!
- Wednesday, May 20, the library hosted Guns in America: Exploring the Second Amendment. 40 people attended the program. For every Oregon Humanities program, the library sends in participant evaluations and a host evaluation to the sponsoring organization to give feedback on the quality of the program.
- Summer Reading 2015 program flyer was sent with the May utility bill and to elementary school students. Registration begins Monday, June 15. The library will be signing up children and handing out free books (provided by All Together Now) at the Summer Meals Program on Friday, June 19.
- We are looking forward to our first Summer Reading program, Historic Heroes: The "Weeds of Vernonia" with Tobie Finzel, Thursday, June 25, 6 pm. All ages are welcome to attend.

PARKS

- Parks staff worked at Spencer Park clearing brushes and removing temporary fencing and rotten poles that were used as the border around the playground area. Staff also removed dirt and debris

- Initial clean-up of the lot near the New Health Cleaning began. Along with spreading mounds of accumulated dirt, the removing of brushes also started. More improvements are projected in the near future.
- Since this is the season...Routine maintenance and mowing/weeding is ongoing.

CITY RECORDER / ADMINISTRATION

- Memorial Day ceremony will take place at Vernonia Memorial Cemetery 2080 Bridge Street, Vernonia, OR 97064 at 11:00 a.m. Refreshments will be served after the ceremony.
- City Recorder assisted local Boy Scout Troop 860 in raising the large ceremony flags for the Memorial Day ceremony at Vernonia Memorial Cemetery. Many thanks to Troop 860 and their leaders.
- City Recorder assisted local Lions Club members and citizens with identifying veteran's plot, and placing crosses and flag in honor of American service members. Many thanks to the Lions Club members and citizens for remembering our veterans in such a respectful tribute.
- Have a safe Memorial Day weekend. Reminder City Hall will be CLOSED Monday, May 25th, 2015.



City recorder directing the operations at Vernonia's Cemetery



CITY ADMINISTRATOR

- In collaboration with Human Resources Director drafted job advertisement for the City Planner Position. The vacancy created by the resignation of Carole Connell, offered the opportunity to make a full assessment of our need in the planning/community development department. We are exploring all the possibilities to improve our capabilities, be more effective in discharging our responsibilities, and being more attentive and responsive to the community needs. We are approaching qualified persons (or firms), who could be interested in working as consultants (just as Carole was), or for a part time position, and who could be able to address, if not all, some of our most outstanding needs (planning, zoning, GIS, and code enforcement).
- In response to some customers concerns/complaints, but mostly because of intense labor (Utilities billing Clerk and PW Crew spend approximately 8-10 hours printing, filling-out, and hanging the door hangers to remind residents of past due accounts that their water will be shut off in 48 hrs.) staff proposed a change in the policy, that required a 48 notice to shut off to be hanged on the door. Council agreed with staff recommendation and implemented a policy that would require only hanging door hangers for water services that have been shut-off. The new proposed door hanger would identify the process by which citizens could have their service restored
- The Water Policy amendment created by staff six month ago, and approved by the City Council, has been paying off.

The Balance as of November 20, 2014 was 44,371.09

30 day balance was \$18,088.21

60 day balance was \$5,446.69

90 day balance was \$1,491.98

This also means that on November 20, 2014, we had \$20,000 of outstanding balance for accounts that were older than 90 days (some in excess of 200 days).

Six months later, as of May 22, 2015 the outstanding balances on active accounts are as follows:

30 days \$2,167.61

60 days \$234.05

90 days \$20.49

- The City Administrator was invited as the guest speaker at the Lions Club Meeting. The presentation focused on how Urban Design is concerned with the arrangement, appearance, and functionality of the community; and how It focuses on the shaping and uses of urban public spaces—the public realm—and the way these public places are experienced and used.