



WEEKLY DEPARTMENTAL UPDATES

FEBRUARY 06, 2015

ADMINISTRATION / UTILITY BILLING

- As of 2/6/2015 the outstanding balances were as follows:
 90 days \$ 449.24
 60 days \$ 1,559.52
 30 days \$ 5,151.19
- Late Fees will be applied on 2/17/15.
- Shut off letter will be sent out on 2/17/2015.
- Shut offs will be on 2/26/2015

POLICE DEPARTMENT - VPD

- The following is brief synopsis of the recent activities, events, and accomplishments for the Vernonia Police Department.
- Statistics; The total number of calls for service and officer initiated activity in **January 2015** was **299**. This includes the following;

14- Incident Reports

1- Abandon 911
 0- Assault
 0- Attempt to Locate
 0- Disabled Vehicle
 0- Domestic-Cold
 6- Foot Patrol
 1- Hazard
 2- Juvenile Issues
 3- Missing Person
 15- Phone Messages
 0- Pursuit
 2- Repossession
 14- Suspicious Person
 2- Threats
 26- Traffic Stops
 3- Welfare Check

18-Arrests/Citations

1- Abandon Vehicle
 26- Agency Assist
 2- Burglary
 4- Disturbance
 3- Drug Activity
 2- Fraud Activity
 0- Hit & Run
 1- LEDS Activity
 1- Noise Complaints
 2- Premise Check
 1- Prowler
 1- Sex Crime
 11- Suspicious Vehicle
 1- Traffic Acc. No/Inj
 2- Trespassing
 3- Warrant Service

0- Alarms
 22- Area Patrol
 2- Civil Situations
 0- Death Inv.
 1- DUII Info.
 0- Game Violation
 4- Information
 55- Miscellaneous
 2- Nuisance
 1- Prowler.
 25- Report Follow-up
 0- Suicide Threat
 1- Stolen Vehicle
 0- Traffic Acc. Inj
 0- Unwanted Subject

4 - Animal Calls
 27- Assist Public
 1 -Criminal Mischief
 0- Domestic-Hot
 0- Endangering
 2- Harassment
 0- Intox. Subject(s)
 0- MIP
 0- Open Door
 1- Property Found
 10- Misc. Radio Calls
 2- Suspicious Circ.
 4- Thefts
 0-Traffic Complaint
 2- Violation of R.O.

- **January 30th, 2015 – February 04th, 2015** – The total number of Calls for Service and Officer initiated activity was “54”. Details of the weekly activities are outlined “as above” 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.

Surplus Patrol Vehicles: VPD will be accepting sealed bids on two patrol vehicles through February 13, 2015

FINANCE

- A job posting was placed on Monday for Assistant to City Administrator/City Recorder. After over 10 years of service to the City, Joann Glass will be retiring next week. She has been a great asset to the City and will be missed. We wish her all the best. The job posting can be found on the City’s website, the League of Oregon Cities website and in the local newspaper.
- There is also a job posting for part-time custodian on the City’s website and the local newspaper. Our current custodian has another job opportunity and will be leaving the City next week. She has done a great job while she’s been here and we wish her luck in her new position.
- The City’s IT provider will be here next week to get the Library computers up and running. By next Friday, the Library patrons will have five newly upgraded computers to use. We thank everyone for their patience during the past couple of months while we worked on the most cost effective solution for this much needed project.
- Finance Director processed payroll and accounts payables for the end of the month check run

PUBLIC WORKS

- Public works staff began trimming of the trees downtown this week. The downtown trees were planted in 1999 as part of the street scape, water main project that also included replacement of all of the downtown sidewalks.
- Staff have finished removal of the Cemetery tractor engine. After disassembly the internal damage appears to be less than what was expected. We hoping to have it repaired and back in service in the next 2 to 3 weeks depending on parts availability.
- Public Works met with some of the parks committee members to discuss the new Spencer Park restroom designs and internal fixtures.
- The heavy rain on Thursday night [1.5in.] will require additional staff time at the water plant as someone needs to monitor it very closely and make constant changes as the raw water turbidity changes. The water plant also requires a longer run time as the GPM through the plant has to be less to allow time for the dirt to settle out. Normal daily run time is about 6hrs but with less GPM it is about 9hrs.

PLANNING / BUILDING

- Building and Electrical permits are starting to pick up as the weather changes which means that people are thinking about repairs and upgrades before summer begins.
- Planning Commission received an update on the pending zoning changes at their February meeting.
- Planning Commissioners have concerns about the water runoff from the two newly built homes on 2nd Avenue and questioned if that is being monitored by the City.

LIBRARY

- Circulation Statistics: 1,798 items were checked out January 2015. *By comparison, 1,978 items were checked out December 2014 and 2,346 items were checked out January 2014.*
- New Members: 8 new library patrons in December 2014. Welcome!
- The library now offers a *Baby and Toddler Time* every Wednesday at 10:30 am in addition to our *Preschool Storytime* on Mondays at 10:30 am. We had a fun crew of 8 this Wednesday. After stories and songs, we blew, popped, and stomped a lot of bubbles!
- Library Director met with a volunteer interested in forming a Writer's Group. The group will meet once a month and be open to all levels of experience. If you are interested in being part of this group, contact the library 429-1818 or e-mail shannonr@vernonia-or.gov. Please leave your contact information and dates and times that work best for meeting.

CITY CLERK / ADMINISTRATION

- City Council approved Ordinance 900 an Ordinance Amending Ordinance 745 Controlling Vehicular and Pedestrian Traffic which states that No person shall ride, or operate a bike or use roller skates, rollerblades, skateboards, scooters, skis, toboggans, sled, or similar devices on a street or sidewalk adjacent to Bridge Street between Weed Avenue and Adams Avenue; including Madison Avenue, Jefferson Avenue, Adams Avenue Shady Land and Maple Street.
- Thank You for all of your well wishes and congratulations on my Retirement, February 13, 2015. Each of you have been a very important part of my life and I will miss you.

CITY ADMINISTRATOR /ADMINISTRATION

- The City Administrator and Public Works crew responded to a water runoff/overflowing situation along Texas Avenue. As a consequence of bad road conditions, low or no maintenance, jam packed swales and clogged culverts the water was filling the swales along Texas Avenue and overflowing all the way to the intersection with Hwy 47, where it spilled over the Highway. Swales were cleaned, and the culverts were bored for better water circulation. A better understanding of our stormwater drainage system and a program of maintenance of our culverts and swales should have been in place and implemented long time ago. Another task to be added to the "Must do" responsibilities of our PW department.





- The City Administrator meet (individually) with representatives of the Parks and Recreation Committee to discuss concerns, outstanding situations, personnel needs, and potential strategies to improve the conditions of our City Parks and implementing a long term, sustainable, and viable plan to maintain our parks in good conditions. As the Spring/Summer season is approaching it is even more relevant that our Parks operations be under control and that we are able to have our parks in good conditions. The City Administrator will have a conversation with Council about recommendations for improved operations.