



WEEKLY DEPARTMENTAL UPDATES

JULY 02, 2015

ADMINISTRATION / UTILITY BILLING

- As of July 2, 2015 the outstanding balances on active accounts are as follows:
 - 90 days \$6.69
 - 60 days \$367.86
 - 30 days \$1,168.59
- Reminder no door hangers will be sent out
- Reminder Shut offs will on July 15, 2015
- Updating and sending out business license
- 2 new water/sewer services

POLICE DEPARTMENT - VPD

- **June 26th, 2015 - June 30th, 2015:** The total number of Calls for Service and Officer initiated activity was "51".
- **Nuisance Violations:** There are currently 204 nuisance violations pending within the city.
- **Open Police Position:** The Police Department is still accepting applications for entry level / lateral Police Officer. We will continue to accept applications until July 10th, 2015 at 5:00pm. As of July 01, 2015 we have received (6) applications.

FINANCE

- Tuesday was the last day of the fiscal year. There will be a lot of prep work being done over the next few weeks for the audit in September. Staff is jumping into the new fiscal year with a few exciting projects including the WWTP and the completion of Spencer Park.
- The final contract for the WWTP between the contractor and the City was delivered today. Once it has been reviewed by our legal counsel it will be signed and forwarded to USDA for their approval. We are hoping to break ground on the project this month.
- The loan for the new tractor has been funded and Public Works will be picking it up next week.
- The City's IT consultant has been given the go ahead to order the necessary equipment to set up our back up system at City Hall. This will allow us to backup and store the data offsite which is much safer than keeping backups in the same location as the servers.

PUBLIC WORKS.

- Public Works staff cold patched a portion of Louisiana Ave this week. This street is in bad shape and we hope to continue to repair it as time allows.
- Staff spent many hours moving the sprinklers at Spencer Park again this week. While it may seem like a losing battle, it is important to keep the fields watered or the new grass will die and will have to be replanted next year.
- Our new Public Works employee started working this week. He has some previous experience and has jumped right in and has already proven he'll be a great asset to the crew. Welcome Tyler!

LIBRARY

- **Circulation Statistics:** 1,949 items were checked out the month of May 2015. By comparison, 1,587 items were checked out May 2014 and 1,838 items were checked out in June 2014.
- **Program statistics:** 91 kids are signed up for the Summer Reading Program. There were 15 kids and adults for the first Summer Reading craft program and 111 at the Border Collies event in Hawkins Park Wednesday, July 1.
- 11 new members joined the library in June 2015. Welcome!
- **New at the library:** Summer Chess Club every Thursday, 4 pm for kids and teens. This program will continue monthly through the school year if we have an interested teen or adult volunteer to help teach beginners and supervise the program.

Story and Craft Program – Animal Heroes



Border Collies program – Hawkins Park



PARKS

- No report this week: The Parks Superintendent is attending class/seminar about water service

CITY RECORDER / ADMINISTRATION

- The 4th of July Parade will start at 5:30pm, line up at Weed Avenue. Come out and celebrate!!
- The City Council approved the non-play field area of Spencer Park to be open temporarily for citizens to view the July 4th Fireworks Display sponsored by the VRFD.
- The Public Works Department has been fertilizing, mowing, and preparing the new fields for Fall youth sports. Citizens are asked to refrain from walking or sitting on the new field areas. The perimeters of the closed sections will be marked prior to the 4th of July.



- Much discussion has been held in the community regarding the City Council's review of the Title 3 livestock ordinance. City Council will hold the regular meeting Monday, July 6th, at 7:00pm to discuss the direction they will take regarding farm type animals in the City limits. Interested citizens who wish to speak should attend and fill out a "Topics from the Floor" form each speaker will be given 5 minutes. Interested citizens can access the City Council packet for the July 6th meeting on the City website under Announcements at www.vernonia-or.gov.
- City Hall will be CLOSED Friday, July 3rd, 2015 in observance of Independence Day.

CITY ADMINISTRATOR

- City Administrator met with Gordon Munro (Tetra Tech Engineer) to discuss immediate steps for the Waste Water Treatment Plant Project (WWTP):
It is anticipated that there will be a Pre-Construction meeting next week with the company that was awarded the project (R&G Excavation). A letter to Proceed will follow soon after.
- Directed Surveyor (Don Wallace, KLS Land Services) to proceed with the monuments identification at the Chip Shed property (Mill Site). The City will be harvesting trees from the adjacent property in order to prepare the grounds the upcoming WWTP construction. The Project (monuments identification) should be completed within a week.
- Intense week in the preparation of Staff Reports for the upcoming Council Meeting on Monday July 6th.