



WEEKLY DEPARTMENTAL UPDATES

JULY 24, 2015

ADMINISTRATION / UTILITY BILLING

- As of July 24, 2015 the outstanding balances on active accounts are as follows:
 - 90 days \$105.58
 - 60 days \$225.66
 - 30 days \$1,522.02
- Utilities clerk added 2 new water/sewer accounts to our billing system
- 3 Electrical Permits
- 4 Building Permits
- August water/sewer bill will be mailed out on July 27, 2015

POLICE DEPARTMENT - VPD

- **July 16, 2015 - July 23, 2015:** The total number of Calls for Service and Officer initiated activity was "79".
- **Nuisance Violations:** 179 open violations, 64 completed.
- **Police Officer Opening Update:** Applicant interviews have been completed. We will begin Background Investigations on the top scoring candidates next week.

FINANCE

- The Finance Director sat on the panel for police officer interviews on Wednesday. We interviewed eight potential candidates. All were very impressive and did a great job answering our questions. The Chief will have a tough job of choosing which one to offer the position to.
- On Thursday the pre-construction meeting was held at City Hall for the WWTP project. Representatives from all agencies and contractors involved with the project were present. The meeting was run by the Project Manager and he did a great job explaining everything.
- Audit prep is slowly beginning this week. This has been a busy summer so far and finding time to get this done has been a challenge so far. The auditors will be here mid-September so we still have plenty of time to prepare.

PUBLIC WORKS.

- No report this week

LIBRARY

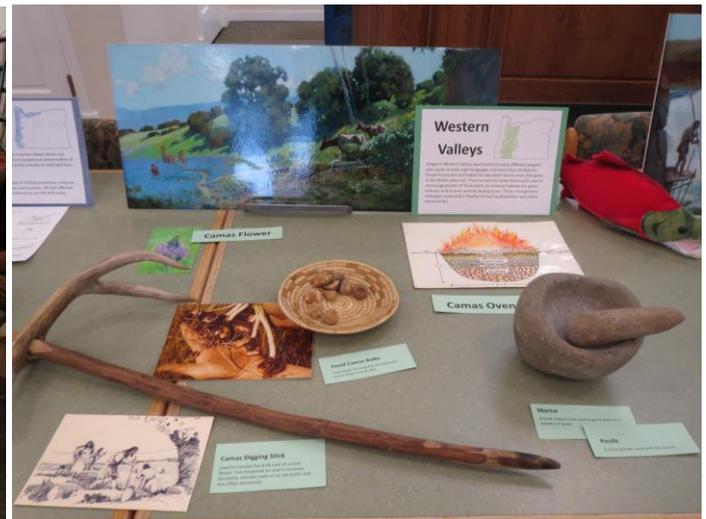
- The Vernonia Public Library hosted 2 fun programs this week: a performance by Young at Heart Readers Theater and a presentation / activity by the Museum of Natural and Cultural History. Pictures below.
- New Library Assistant Brandi Fennell's first day was Monday. She has spent the last several days training and meeting patrons. We are happy to have her here!
- Monday, July 27 is the first day kids can turn in time logs to pick out a free book and enter the grand prize drawing. Award books for participants were funded by the Vernonia Lions Club and the Friends of the Vernonia Library.
- The Friends of the Library Booksale is coming up during Jamboree weekend. Hours are Friday, August 7th, 4:00 – 7:00 pm and Saturday, August 8th, 9:00 – 4:00 pm. Hardbacks \$2, Paperbacks are \$1.



Young at Heart Readers Theater



Museum of Natural and Cultural History



PARKS

- More work at Spencer Park this week included:
Bark chips were spread out around the play structures as the area is being defined for future landscaping improvements.
Utilized the lift truck to remove another row of the glass blocks that had been broken at the basketball court.
Relocated 2 aluminum benches from the basketball court to the new softball field.
Fixed one of the pay showers at Anderson Park that had a coin jammed in it.
- Did more asphalt work at the Vernonia's Lake:
The area around the flagpole had a layer of dirt removed and filled in with cold patch.
Repaired and cleaned the pay station at the lake.
Regular park maintenance, mowing and weedeating is ongoing at all of the parks.

CITY RECORDER / ADMINISTRATION

- No report this week

CITY ADMINISTRATOR

- City Administrator and City Attorney finalized extension contract for the GIS Planner Consultant (Ben). The extension is for a three (3) months period. The City Administrator and GIS Planner Consultant met this week to sign the contract extension and to initiate drafting a scope of work. City Administrator and GIS Planner had conversations over the last month about the GIS program, its needs, assets...and potential liabilities. Over the next couple of months the City Administrator and GIS Planner will work on preparing a multi-year scope of work / project list to be eventually presented to the City Council for review and approval.
- City Administrator and City Attorney finalized the terms for a temporary contract with CREST for Planning services. The terms are for a temporary (1 year) Planning Services Contract, as directed by City Council. The contract has been signed by the parties.
- City Administrator, together with Finance Director, attended the Pre construction meeting for the Waste Water Treatment Plant Project.
- City Administrator met with Brad Curtis (Photo Solution) to discuss preferred options, and potential solutions, pertaining to the relocation of Photo solution to a different site (and the demolition of the current site), and the potential improvements to California Avenue. City Administrator had conversation with Dan Brown (Community Action Team) and Mark Ellsworth (regional Solution) about scheduling a meeting with all the parties involved in the project. It is anticipated that the meeting should take place within the next two weeks.