

To: Mayor Ken Williams & Oregon City Council

From: Darin J. DeHaan, City Administrator

Re: Bi-monthly Report

Date: July 14, 2002

**I am pleased to provide Mayor Williams and the Oregon City Council with the following synopsis of City Business for June 23rd – July 14th, 2020.**

**City Administrator –**

Completed and submitted the SBS- Grant for Spring Valley Restaurant. Another great team effort for ECDC group.

Worked with Street Supt. Plemmons on driveway permits. Updated our form to follow the new ordinance that was passed at the last council meeting. (Ongoing)

Met with Commissioner Cozzi and discussed several issues and plans for public property. (Ongoing).

Cheryl and I met with a couple of insurance brokers to discuss any possible savings for city insurance coverage. This process is continuing.

Met with Mayor, Commissioner Cozzi, and Dave Kent continued work on strategies for unpaid water bills and single shut-off for multi-family properties. (Ongoing)

Met with department heads to discuss Phase 4 re-opening strategies and employee safety.

Attended a Webinar hosted by Illinois City/County Management Association on the financial impact of Covid-19 and state and local funding sources.

Researching the new Municode self-management system for code updates. This would be a giant leap forward with automating our ordinance and resolution management system. It would also allow us to update our code instantaneously. (Ongoing)

Met with Commissioner Cozzi about needed signage out front of city hall. We have experienced several new citizens becoming frustrated because they did not see the signage that denotes this building as City Hall/Police Depart. Working with an area vendor to design a double-faced sign for out front. Street department is going to relocate the bench and ash tray into the flower bed with pavers.

Started working on ADA access ramp for the Coliseum with Commissioner Schuster.

Began discussion on how to improve our local high-speed internet access. Working on alternatives to minimize cost, maximize the appearance, and move forward on the project when we can.

Met with a resident on a zoning issue.

Spoke with Commissioner Wilson about a parking issue as well as a garbage issue.

Began working on Grant for COVID-19 expense reimbursements. (Ongoing).

**CITY HALL** – I had planned on opening City Hall lobby on 07/13/20, but due to recent local COVID-19 cases the lobby will remain closed until further notice. I am changing the hours we will be open to 8:00a.m. – 4:30p.m. Watching the peak times of citizen services I noticed that we have more individuals calling or stopping by between 8a-8:30a then we have from 4:30p-5p so I think this will better serve the public's needs. We continue to do most work via email, or telephone. I have implemented some minor changes for staff to keep our work environment safe.

Cheryl as begun working with another broker to look at any potential cost savings for Health and Liability Insurance coverage. (Currently just exploratory).