

To: The Honorable Mayor Ken Williams & Oregon City Council

From: Darin J. DeHaan, City Administrator

Re: Bi-monthly Report

Date: August 25th, 2020

I am pleased to provide Mayor Williams and the Oregon City Council with the following synopsis of City Business for August 10th – August 25th.

Municode – Began the process of moving our Municode management virtually. Our entire code will be converted digitally into a new software management system. That system will allow us to edit codes directly. We can maintain a link to previous versions and any new ordinances can be digitally signed by the Mayor and attested by the City Clerk. I am excited to bring this new technology to Oregon. Currently we codify changes that the council makes every few months. This new system will keep the working city code up to date almost instantaneously. (Ongoing)

Cyber-security training – We have chosen a vendor and I am working to implement city-wide cyber security training. This will be a very user-friendly training program to make sure staff is aware of the most recently cyber security issues and we are diligently protecting our data and information systems. (Ongoing)

Water/Sewer Service Line Insurance – At the Mayor's request I am beginning to gather information on the possibility of providing or endorsing residential water/sewer line insurance. There seems to be several options to do this so I will bring this forward when I have completed the appropriate information gathering. (Ongoing)

Coliseum –

ADA Ramp - I have met with a construction company to provide the council with a rough estimate on the cost to build a wooden ADA ramp on the Southside of the coliseum. In the next few weeks, I hope to have some figures for the council to consider.

Improvements – A group of us have begun discussion on the required upgrades/fixes etc. at the Coliseum. We are working to prioritize these projects based on necessity, as well as cost analysis.

City Hall – With Commissioner Cozzi we are working to finalize a few ideas for the front of City Hall to enhance signage, information posting as well as covering the wooden "black hole" where the old bulletin board was removed. I hope to have a final decision on these enhancements and the Council and community should see the improvements soon.

AOP – Commissioner Schuster and I met with AOP about their request to upgrade electrical service on Jefferson Street. They will provide costs and recommendations for the council to consider. They need a month or so to gather information and then I will present their request for review.

Communication Plan – I have had several discussions on how to enhance the communication for our citizens. We are working to implement some of these suggestions over the next few months.

Water Department – Dave set up a great certificate presentation for Gracie Prose who painted 50+ fire hydrants as a volunteer community service project. (Mayor Williams, Comm Cozzi, Fire Chief Knoup, Dave Kent and I attended). *Look for the story in the paper!

Street Department –

Met and worked out a protocol for use of the dump by the Park District. I will be creating and recommending and IGA to the Council for approval.

Researched MFT grant income and began to coordinate potential Street projects that the funds can be used for.
*We found that we are receiving more funds than we originally thought.

Police Department –

Continued to discuss any necessary Covid-19 policies that we need.
Assisted in some IT issues. (Ongoing).

ECDC –

Met with Chris Manheim about a possible quick turnaround Placemaker grant that we may qualify for. \$250,000 cap. 15% matching funds.

Continued discussion on housing and broadband needs for Oregon.