

To: Mayor Ken Williams & Oregon City Council

From: Darin J. DeHaan, City Administrator

Re: Bi-monthly Report

Date: September 17th, 2020

I am pleased to provide Mayor Williams and the Oregon City Council with the following synopsis of City Business for – September 4th – September 17th, 2020.

City Administrator –

Follow up with a possible mold issue in the Coliseum. Met with Forest City Contractors and they conducted air samples of the kitchen with an outside base sample. Received the results and nothing was elevated. Contacted Village Cleaners and they will clean the space and get the refrigerator shut down.

Discovered a minor electrical issue at the Coliseum and contacted Ehmens to remediate the issue.

Attended several meetings about engineering and economic development. Discussed a possible grant with ECDC. (Ongoing).

Attended a meeting at Coliseum about ADA access and an additional option to explore. (Ongoing).

Follow up meeting with Commissioner Cozzi and Mayor Williams to discuss upgrades to City buildings. I requested the opportunity to contact a general contractor to facilitate each of the projects.

Met with Aegis Construction and discussed health related upgrades to city buildings as a general contractor. We will be conducting building walk-throughs October 2nd to discuss options and prepare quotes.

Held a department head meeting to discuss current and upcoming projects, safety meeting follow up and other technology upgrades for the future.

Continued to work on Municode required updates for the switch to self-publishing. Updated our website and other links as it relates to the new system. (Ongoing).

Met with the Chamber, Rock River Center, and Library to discuss health related Covid-19 expenditure ideas for each of their facilities and our citizens.

Cheryl and I attended session 1 of 3 Municode trainings for the software upgrade.

Worked on Dumpster ordinance with the Mayor and Commissioners Wilson and Krug in preparation to bring it back to the City Council. Worked on several forms as it relates to a possible property annexation.

Virtually attended an OPEN program committee meeting as it relates to media and marketing the program and resources for Opioid addiction in our area communities.

Updated the police department's 2-11 information database for services and contact information.

Met with Commissioner Wilson and discussed and provided research information for the non-highway vehicle ordinance that is being discussed in Planning.

Handled a few citizen complaints in ref to various issues.

CITY HALL – City Hall lobby remains closed, but we have been able to provide services to our citizens and continue operations throughout Covid-19. I have added a Variance page to the website with the variance application for download. Comm Shuster and I are looking at an option on how our Economic Development page is maintained. (Ongoing)