

To: Mayor Ken Williams & Oregon City Council
From: Darin J. DeHaan, City Administrator
Re: Bi-monthly Report

DATE: MARCH 8, 2022

I am pleased to provide Mayor Williams and the Oregon City Council with the following synopsis of City Business for – February 19th, 2022 – March 4th, 2022.

City Administrator:

- I continue to work on ARPA related activities. It appears the new Treasury rules might allow us to put the remaining funds into the General Fund as revenue loss. That gives us more flexibility in spending the funds on community-based programs. I have received some initial communication for DCEO and will advise Mayor Williams and the Council once I solidify the steps.
- I worked with Oregon Area Chamber of Commerce Executive Director Liz Vos and Commissioner Williams to complete the Ogle County Solid Waste Clean up Day grant. This grant is up to \$2,000 to provide services for community clean up events. Liz has scheduled the clean updates for this year. The grant goes in front of the County Committee for review.
 - April 24th, 2022, 1p-4:30p
 - September 11th, 2022, 1p-4:30p
- We continue to see great activity and have several potential small business developments coming to Oregon. We have been working closely with building owners and entrepreneurs to bring this to fruition. I am always encouraged by individuals who want to invest both time and money into our great community.
- I've been working with several potential applicants for our Commercial Lease Subsidy Grant. I have asked Mayor Williams and Comm Schuster to consider expanding the original intent of the grant beyond the Historic District and River Front District to offer the program to qualifying new businesses within the whole of the TIF district. These grant applicants would still present their business plan to the committee for approval of the funds. I hope this spur new businesses in our community and can help an entrepreneur buy supporting their business in for the 1st year.
- Green Sky Consulting completed the ComEd Energy Assessment for the Street Garage and City Hall. We are going to move forward with these energy saving upgrades for both buildings.

Street Garage (Dayton)

Cost	\$15,624.04
ComEd Incentives	\$11,908.05
Bonus from ComEd	<u>\$1,190.81</u>
Out of pocket cost	\$3,325.18

City Hall

Cost	\$5,555.07
ComEd Incentives	\$3,648.95
Bonus from ComEd	<u>\$364.90</u>
Out of pocket	\$1,541.22

- Completed the Job Descriptions with the Chief Melville for Lieutenant and Sgt Positions which were approved by Council.
- Completed our first report for the Tree Inventory Grant.

- I have been working with Mayor Williams and Chris Manheim on a strategy for the Oregon Theater. We compiled a great synopsis and overview of the project to provide to interested investors. He have also begun conversations with other communities that have revitalized a historic theater in their communities.
- We continue to work with Coilcraft on their expansion. Thank you to Dave Kent and Jeff Pennington for providing the information needed for the water side of this project. Thank you, Terry Plemmons, for directing the access for the heavy equipment coming in for the project.

Street Department:

- Finished small engine maintenance.
- Started truck/heavy equipment maintenance
- Trimmed trees throughout town.
- Put down an additional ton of cold patch throughout town.

Water Department:

- Daily process/control of water and sewer processes.
- Locates, meter repairs, final reads.
- Water shutoffs
- Analytical lab equipment was calibrated. (Every March)
- Working on GIS mapping of infrastructure of utilizes and upgrades from projects.

City Hall:

- We continue to collaborate with a general contractor for some minor maintenance issues on the City Hall building.
- I hope to have the windows sealed, painted, and fixed this year. We want to replace the flooring in the offices with industrial vinyl which will be better against staining and tearing.
- We plan to remove and replace the bottom panel of the front door with a solid piece to relieve the door of the old heavy drop box that has been decommissioned.
- They will paint the railing at the Coliseum as well.
- I plan to do some minor upgrades in the employee breakroom as somethings have aged to the point of needing replaced.
- Met with the vendor for the audio video upgrades for the council room. This includes a new zoom camera which will allow us to zoom in on speakers and a set of microphones for the council table, so audio is clearer for those joining our meetings via zoom. As with everything supplies are hard to get so I do not have an ETA for install yet.

Recreation Paths:

- No Updates

Coliseum:

- Green Sky Consulting has started the energy efficiency upgrades to the Oregon Coliseum. They hope to have this completed by Monday March 7th. This will include two additional rows of lights on the gym which they will be able to control with dimmer switches.



Before Photo 1

- I completed the final inspection of the ramp with Skip McCloud. He noted that the project still needed cleaned up. Pressure washed, scrap and debris removal etc. He was happy with the construction of the ramp, and it met his specifications in the bid. I contacted Sjostrom's who completed the clean up and will schedule landscaping and seeding as soon as the weather is appropriate.

