



Our Mission: *To foster an environment of economic growth and opportunity through effective partnerships with our citizens, businesses, and visitors while maintaining a high standard for quality of life in a progressive community which embraces its heritage.*

CITY OF OREGON

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To: Mayor Ken Williams & Oregon City Council

From: Darin J. DeHaan, City Administrator

Re: Bi-monthly Report

DATE: Oct 18, 2022

I am pleased to provide Mayor Williams and the Oregon City Council with the following synopsis of

City Business for – Oct 8, 2022 – Oct 21, 2022

Submitted by Darin DeHaan - City Administrator:

- I attended the Depot Celebration for the Silver View railcar. It was a great opportunity to see the project first hand. This is a great addition to our community for tourism and event space.
- I attended a meeting with the Police Department with Chief Brooks. The meeting inspired some great conversations about possible operational changes, programs and equipment needs for the department. I look forward to working with Chief Brooks on several new initiatives.
- I met with Mike Bowers in reference to Iron Mike. He will be removing one of the pieces to have it cast for repairs. The hope is to have this completed by the next “Iron Mike” season.
- Completed the quarterly newsletter with Liz Vos which was mailed out the week of the 20th. Thank you Liz and everyone that was involved in developing this newest edition.
- I attended an ARPA Q&A webinar. DCEO was able to provide a lot of clarity for fund use and reporting.
- PW Director Bill Covell and I held a pre-construction meeting with Martins and Chief Knoup for the bike path behind the fire department. Martin will be starting the project and we have a few minor details to work out. Reviewed the project with Commissioner Cozzi as it relates to use of the space by the Farmer’s Market and other public events.
- I continue to work on several economic development projects and hope they will be ready for public reveal in the near future.
- I am working on several possible grants for our community. I will be closing out the Tree Inventory grant this week. This was a 50/50 matching grant for \$8,000.00 which paid for the updated tree inventory as well as marking tree stumps, and open spaces for planting. I plan to work with Supt Terry Plemmons, the Tree board, and PW Director Bill Covell to

develop a strategic plan for tree planting, removal and maintenance over the winter months in preparation for next year.

- I was honored to issue Dustin Runyon a Letter of Commendation this morning for exemplary work, and community care he displayed during the weekend of Autumn on Parade. I witnessed Dustin go above and beyond his "normal duties" as an employee. Dustin continues to show pride in his work as well as a great enthusiasm to serve our community. He is a great asset to the city as an employee." The letter was endorsed by Mayor Ken Williams and Commissioner Mel Cozzi. Our Director of Public Works Bill Covell presented him with a gift card in recognition of his actions. Dustin is a member of our Public Works Department - Water Division and has been employed for 7 years with the City of Oregon.



- I spent a significant amount of time this past two weeks narrowing down specifics of the Tree Preservation ordinance to fit state grant requirements. I am happy to see this project coming to the city council for final approval. I plan on creating an extensive tree removal, maintenance, and planting strategic plan with Bill Covell and Terry Plemmons over the winter months. We will be utilizing the data we received from our tree inventory.
- Met with Mayor Williams and Commissioner Schuster to discuss several budget items as well as further planning for the use of ARPA funds.
- I continue to work on some minor issues at the Coliseum. We are working through some drainage issues. We have completed the FOB system for the new primary entry doors on the building. My objective is to move away from the old cement stairway and have the basement accessed via the front doors.
- Worked with City Clerk Cheryl Hilton on several variance requests as well as establishing a system to handle the public notification process on behalf of applicants. We feel this will be more efficient and will allow Cheryl better management of this process.
- Worked with Comm Schuster to prepare for the quarterly budget review with department heads.

- Met with Randy Cropp, our new Part-time code enforcement officer and got his position setup and started. Randy will create a baseline of issues to address with Commissioner Wilson. He is currently utilizing the old Community Service Officer truck until the UTV arrives.

City Hall:

City Hall will be closed November 8th for Election Day. The City Council meeting will be held at 5:30 p.m.

Reminder final brush pick up is November 28th.

Sustainability Committee:

We will meet Monday October 24th at 10:00 a.m. at City Hall. We will be discussing possible grants for local businesses.

Tree Board:

We will hold our next meeting once the new Tree Preservation Ordinance has passed. We will be reviewing the recommended trees, defining legacy tree programs, as well as preparing to apply as a Tree USA city.

Submitted by Bill Covell - Director of Public Works:

Street Department:

- Purchased used Altec wood chipper to be used with bucket truck
- Started fall street clean-up / extra brush pick-up
- Completed truck testing and preparing trucks for snow plowing
- Worked on 2023 sidewalk replacement program
- Began grinding sidewalk where it was needed
- Began servicing city vehicle fleet
- Installed GPS / dash cams in public works vehicles
- Crew hung new smart board in street department conference room
- Began cross training across departments



Water / Sewer Departments:

- Daily samples and chores
- Completed some IEAP required training
- Continued working on lead service inventory and meeting with homeowners
- Worked with homeowners on potential service leaks
- Began replacement of diffusers in the digester
- Began cross training across departments

Public Works:

- Review pay estimates for 2021 & 2022 projects
- Review and help produce punch lists for 2021 & 2022 projects
- Continued working on street rating for all streets in Oregon
- Pre-construction meeting for bike path project / construction layout for project
- Set up all GPS unit with Verizon
- Scanned and finalized all outstanding permits
- Reviewed new driveway / dumpster permits
- Safety meeting on hearing safety
- Completed purchase of Altec wood chipper
- Met with homeowners with tree issues

Submitted by Chief Joe Brooks:

Police Department:

- The speed sign is being deployed on a regular basis.
- I will be out of the country from November 5th to November 19th. Sgt Kalnins will be in charge during my leave.

- We have interviewed our lateral applicant, we are working on the background investigation and he is scheduled to take his psychological exam this week.
- Bill Covell and the Public Works Department has been a great asset to the Police Department with our vehicle maintenance.
- Squad 11 has been taken to Kunes to have the engine repaired as they were the lowest bid.