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To: Mayor Clevenger and City Councilors
From: Ron Harding, City Administrator
Subject: City Administrator Report Memo

DISCUSSION ITEMS

1. **COVID -19 update:** The accumulative number for the Aumsville area zip code is 590 for positive cases. This is an increase of 76 throughout the last reporting. The cases are along with trends with other cities. However, with the rise in a direction upward, the risk to the public and staff is greater. The city trimmed down much of our internal operating policies. Still, with the increasing numbers, we have implemented no travel/training and in-person meetings at city hall unless there are no alternatives. We again are seeing some trends down, but we have also experienced staff connected positive cases, and there have been trends of younger deaths related to the current strain.
2. **Projects:** With our list of authorized projects complete or near-complete, the staff is putting together some large infrastructure projects related to water a sewer. Council authorized Hydrogeology work to be completed for the new city wells and reservoir projects.

Water

It will be necessary for the city staff and our consultants to recap the history of this project and put into context the decision points and project timeline moving forward. There are several unanswered details that I feel we need to know before moving forward. I am excited about this project because we are close to moving into the engineering, permitting, and construction phase of our new potable water wells and reservoir project.

We are working with Business Oregon to be the contractual agency for the appropriations from HB5006, and they are also the lead in financing for these types of capital projects.

We are finalizing the GSI consultant's reports on the hydrogeology and survey to determine which sites are suitable for a new municipal water source.

There are a couple of small siting-related questions that staff needs to resolve before bringing a recommendation forward.

Once the site selection is complete, we will develop a timeline and bring funding options forward for council consideration.

Sewer: Westech engineering is within a month, or two of completing our Sewer capital facility plan, including a recommendation in meeting the, requires of our NPDES discharge permit.

The staff has been pushing our engineers also to develop and explore out-of-the-box options. As we move forward, I want to make sure no stone is uncovered. We need to have 100% confidence that the path ahead doesn't just solve the issue today but also doesn't create problems in the future.

3. **Maude's building:** with our phase one project complete, we are entering the second phase; we have a schedule to install power by pacific power Corp and wiring to be established inside the building. We will also be landscaping in front of the building and providing some seating areas. I am currently developing a sign plan as well, which this phase should set us up to be ready to go for our next Saturday market season.
4. **Public works shop building:** There are many moving pieces within the city's long-term facilities plans and needs, and staff has been working with Westech to look at the best long-term goals before moving forward with any large capital projects. We completed a geological survey related to ground strength in the public works property to ensure we can locate new facilities and wastewater treatment facilities should we move forward in this direction. Westech is authorized to put this project out to bids as a design-build project. Once we get, actual cost, staff will develop the funding based on available sources. We may be relocating the accurate building site to a different city-owned space because of the updated information, but we do have adequate space for the building.
5. **Emergency generator:** The project engineering is complete, and the city authorized Westech engineering to send out bid proposals. Once we receive the project cost, we can bring it to the council for an award and move into construction.
6. **UGB work:** As the council knows, we received another \$20,000 grant to help with the cost of completing our UGB expansion and bring the 23-acre park property into the city limits. This process does not guarantee success, but it helps with our city budget. The technical advisory committee is still meeting with our consultant and building the groundwork for the application.
7. **Event planning meeting:** The city committee will begin discussing Christmas in the park, toy drive, and Santa visits. We believe we can have these events safely in the expected capacity and wanted to make sure there wasn't any general direction or concern from the council. The meeting is Wednesday at 1.30 pm.
8. **Planning commission openings:** There are three positions on the planning commission that are up for re-appointment. The preferred process has been to advertise for all open positions and ask current members to re-apply and take new applications. There has not been a lot of activity this year because we approved the vision plan and code updates, and further development applications have been slow because of covid. Some members may not re-apply, so if you know someone interested, the application will open soon.

We continue to work forward to reaching our city goals. I think we are on track to have a couple of solid years. We are leveraging more grants and funds to help move projects forward, and we have a great look back at 2021. With your help and support, we are accomplishing some remarkable things.

