

CITY OF BAKER CITY

On the Historic Oregon Trail. Established 1874

Weekly Update December 11, 2015

Administration:

This week the recruiter from Slavin Management Consultants, Paul Wenbert, traveled to Baker City to meet with City Councilors and citizens within the city. Through this interview process Mr. Wenbert will develop a recruitment profile to identify the best suited qualities in the next City Manager. SMC has conducted more than 275 city and county manager searches throughout the nation. After he has developed a recruitment profile, Mr. Wenbert will begin the **recruitment process through SMC's** network of applicants and then submit a progress report and semi final list to the City Councilors. SMC will conduct background investigations, assist in the interview process, facilitate the employment process and then conduct a follow up after the candidate is employed.



SLAVIN MANAGEMENT
CONSULTANTS

City Council

January 12th Agenda Items:

- City Councilor Application Reviews
- Financial Audit Report
- City Council Email Policy

Finance:

Accounts Payable - The first of two accounts payable check runs for the month was generated December 10th.

Accounts Receivable - Monthly accounts receivable billings were sent December 10th.
The billings were as follows: 

Utilities

- ◆ 18 customers signed up for new water/wastewater service and 13 customers disconnected service from December 4th through December 10th. This includes all service changes.
- ◆ Zone 6 was billed today which included 480 residential and 55 commercial accounts. Of those accounts 86 or 16% are signed up for direct payment.
- ◆ 30 late notices were sent December 8th.
- ◆ 9 residential customers (Zone 4) were scheduled to have their water turned off for non pay (over 60 days past due) two of those were actually turned off until their past due balance was paid.

Accounts Receivable

Property and Weed Abatement	\$ 3,197
Cemetery	\$ 3,147
Wastewater Maintenance	\$ 2,873
Lien Searches	\$ 1,720
Ambulance	\$ 196,615
Airport Hangar Rent and Ground Lease	\$ 1,129
School Resource Officer	\$ 10,000
Street Patching	\$ 3,498
Miscellaneous	\$ 100
Total Billed:	\$ 222,279



City/County Planning Department

Public Meetings

The City Council approved an Ordinance adopting the Interchange Area Management Plan, and related Development Code and Comprehensive Plan amendments, for I-84 Exits 302 and 306 at their regular meeting on December 8th. Maps, information and project documents are available at the project website: <http://sites.kittelson.com/BakerCityIAMPs>.

The Planning Commission meeting for the month of December has been cancelled.



Projects and Land Use Decisions

The Planning Department denied a request for a Temporary Use Permit at 1440 13th Street that did not meet the criteria. The site location is in the Residential Medium Density Zone.

A pre-application conference was held on December 11th regarding a proposed residential development on an undeveloped portion of Oak Street. The applicant, staff from the Planning Department Public Works Department, and Oregon Train Electric Consumer Cooperative discussed the proposal and development requirements.

Volunteers Needed

City Council - The City will accept applications through the office of City Recorder beginning on December 2nd until January 7th at 12:00 p.m. The individual who is appointed by a majority vote of the City Council will serve a partial term on the Council through December of 2016. An applicant must be a registered voter in the State of Oregon and have resided within the City of Baker City for 12 months immediately preceding the appointment.

Tree Board - The Tree Board has the duty to maintain a written plan for care and maintenance of tree/shrubs in parks, along streets, and in public areas. The board will consider and make recommendations on any special matter or question within the scope of their work as requested by the City Council. The board will issue or deny, after a hearing, tree permit variances. The board may also order the removal and remedial treatment of unsafe, dead, diseased or potentially injurious trees on public or private property. The vacancy is three year term that will expire in July 2018. The vacancy will be advertised until filled.

Parks and Recreation - Baker City is looking to fill one open position on the Parks and Recreation Board. The Parks and Recreation Advisory Board was created to represent the community regarding matters related to our local parks. The appointed application will serve a partial term set to expire in July of 2017.



BUILDING DEPARTMENT

The Baker City Building Department provides full plan review and inspection services for building, plumbing, electrical and mechanical on new and remodel construction within Baker County. For more information please visit: www.bakercity.com/departments/building



Photo by: Base Camp Baker

COMMERCIAL PROJECTS:

RESIDENTIAL PROJECTS:



- 1569 4th Street, Baker City --- 48 x 40 detached utility building
- 45890 Slough Road, Baker City --- 30 x 40 detached utility building



Permits

	Permits Issued City	Inspections City	Permits Issued County	Inspections County
BUILDING	1	6	1	6
MANUFACTURED DWELLING	0	0	0	0
ELECTRICAL	6	6	2	4
MECHANICAL	3	3	4	1
PLUMBING	2	4	0	0
FENCE	0	N/A	N/A	N/A
TOTAL	12	19	7	11

Historic District Design Review Commission

No new information this week.





The mission of the Baker City Fire Department is to protect the community through quality preparation and excellent service.

FIRE DEPARTMENT



During the week of November 22nd - 28th, the Fire Department responded to a total of **38** emergency alarms.



FIRE REPORTS

General Alarms	0
Still Alarms	3
TOTAL FIRE RESPONSES	3

AMBULANCE OPERATIONS

City Calls	27
Rural Calls	8
Patient Transported	28
No Patient Trip	7

TOTAL MEDIC RESPONSES 35

- Fire / false alarm – Place St.
- Fire / smoke investigation – Church St.
- Fire / heater malfunction – Campbell St.

TRAINING/MAINTENANCE

This week the BCFD completed 10 hours of in-house training:

- ◆ EMS – chart review
- ◆ Fire—fire prevention

Out of Town Transfers	0
Airport Transfers	3
Motor Vehicle Accidents	2
Simultaneous Calls	4

MAINTENANCE/OTHER

39 hours of station, apparatus, equipment maintenance, and other activities.

COMMUNITY SERVICE

Additional Services to the community:

- ◆ BP checks at the senior center
- ◆ Company inspections
- ◆ Student ride along



The Fire Department provides free blood pressure readings at the Senior Center every Tuesday, at 11am. Don't miss the next check on December 15th.



"The mission of the Baker City Police is to work in partnership with our community members, to actively promote the safety and welfare of our citizens, along with enriching their quality of life through the delivery of professional police services."



POLICE DEPARTMENT

- ★ This past week BCPD handled over **125** incidents and opened **26** new cases. Three of these cases resulted in investigations into alleged assaults.
- ★ BCPD executed a search warrant at 627 David Eccles Road and seized an improvised explosive device. The investigation is ongoing and now in conjunction with the bureau of Alcohol, Tobacco and Firearms.
- ★ **Sergeant Regan's patrol team participated in firearms training, conducted in low-light conditions, and use of force training.**
- ★ BCPD personnel participated in several briefing trainings, including a review of various Officer Safety topics.
- ★ BCPD Administrative Assistant / Car Seat Technician Phoebe Wachtel continues to assist families with car seat installations each week.

Code Enforcement Weekly Activities:

Property Maintenance

Started 2 new cases
Followed up on 4 old cases
Issued 1 citation for non-compliance

Animal Violations and Complaints

1 Barking dog complaint
1 Animal welfare check
Followed up on 1 dog license case

Dangerous Dog

Issued 1 citation for non-compliance

Parking

Followed up on 5 violations
Issued 6 parking citations
Impounded 1 abandoned vehicle
Multiple verbal warnings
4 Vehicles orange tagged for removal

Kennel Permit

Followed up on 1 case

Temporary Use Permit

Followed up on 1 violation

Prescription Drug Drop Box

Since December 2013, a prescription drug drop box has been installed in the lobby at the Baker City Police Department, allowing citizens to drop off outdated or unneeded prescription drugs at any time. This option is in addition to the BCPD bi-annual prescription drug take back program, initiated by the Drug Enforcement Administration.





Quail Ridge Golf Course

2016 Season Pass Prices



Adult Single: \$785.00

Couple: \$1100.00

Family: \$1200.00

College: \$260.00

Junior: \$125.00

Corporate Pass (2 person): \$1530.00

Corporate Pass (4 person): \$2850.00

First Time Adult: \$392.50

First Time Couple: \$550.00

First Time Family: \$600.00

First Time College: \$130.00

First Time Junior: \$62.50

Out of County Adult: \$392.50

Out of County Couple: \$550.00

Out of County Family: \$600.00

Adult Gold Member (Includes \$300 Gift Card): \$1000.00 - \$85.00 in savings!

Couple Gold Member (Includes \$500.00 Gift Card) \$1400.00 - \$200.00 in Savings!

Annual Cart House Lease (Gas): \$140.00

Annual Cart House Lease (Electric): \$215.00

Annual Cart License: \$150.00

USGA Handicap: \$39.00

(All Passes Include Unlimited Range Balls)



Public Works -Water

Tim is pictured using the hydraulic concrete chainsaw to cut into the stem wall foundation of the Pressure Reducing Valve Building located at the Water Treatment Facility. When the small building was originally constructed the stem wall foundation was not constructed so the door would be level with the finish floor.



Tim and Blain worked on the bridge deck for the City owned Salmon Creek property.

The building to the right used to house the temporary UV plant. This week the temporary UV plant building was relocated to house the new generator at the Water Treatment Plant. The other 1/2 of the building will be constructed in the near future.





PUBLIC WORKS –Street

Last Saturday evening the Twilight Parade and Christmas Tree lighting took place on Main Street. The Public Works Department assisted with the tree decorating the week prior. Saturday evening was the first lighting of the year.



As the weather warmed up this week crews were able to sweep streets again. To the left, Karl is pictured cleaning leaves from a street gutter line.



Wastewater collection lines are cleaned regularly for preventative maintenance. The Jetter Truck with **it's high pressure nozzle** is used for this type for work.

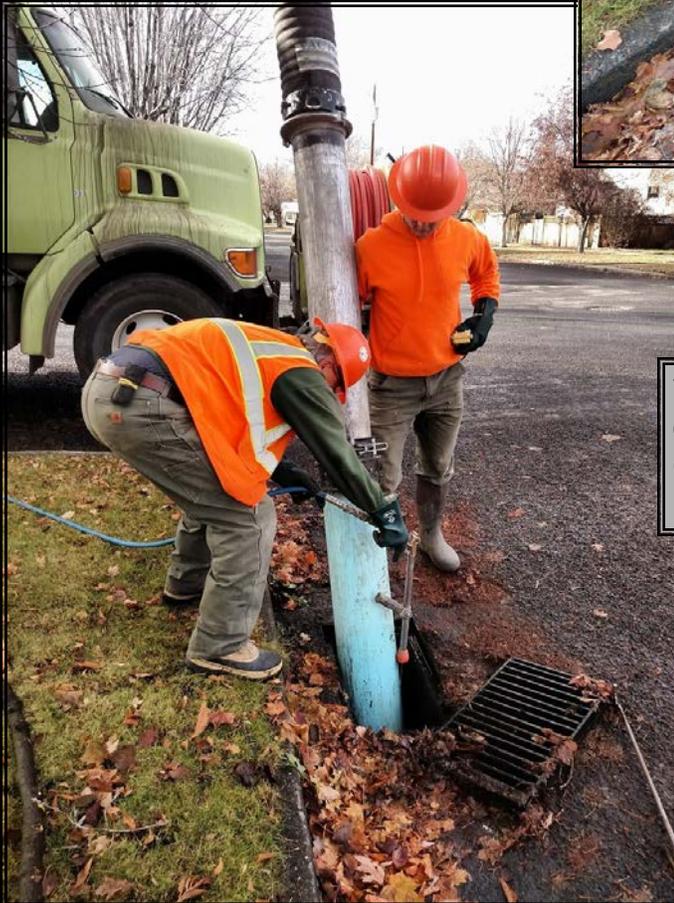




PUBLIC WORKS

Stormwater

This time of year catch basins can become easily plugged with leaves as depicted in the picture to the right.



To the left Steve and Matt work to clean the catch basin top and induct debris from within the catch basin.



Catch basins are cleaned annually to minimize the amount of debris which can travel into the drain pipes and potentially plug them.



PUBLIC WORKS -Shop

Wes and Doug replaced the batteries in the fire engine pumper. The batteries were not holding a charge but after repair the pumper is back in service.



Doug and Wes replaced the head light and checked out the hydraulics. They finished the maintenance and put the lift truck back in service.



Wes and Doug serviced the Public Works dump truck and put it back in service.