

# CITY OF BAKER CITY

On the Historic Oregon Trail. Established 1874

*Weekly Update January 15, 2016*

## Administration:

Dr. Daniel Lowe was sworn in for the vacant City Council position at the January 12<sup>th</sup> 2016 meeting. Also, at the meeting City Councilors discussed the City Manager recruitment profile and the year end Financial Audit. The report can be found online at: <http://bakercity.com/2155/Finance>.



## City Council

January 26<sup>th</sup> Agenda Items:

- ❖ Railroad Quiet Zone
- ❖ 2015/2016 Budget Change Resolution
- ❖ Ford Family Request Follow-up
- ❖ Email Policy Follow-up
- ❖ Property/Weed Abatement Liens
- ❖ Bicycle Park Presentation
- ❖ Appointment of Volunteers to Boards and Commissions
- ❖ Informational Presentation Baker City Police

## Finance:

**Payroll** -Draw checks were issued January 15<sup>th</sup>.

**Accounts Receivable**-Monthly accounts receivable billings were sent on January 11<sup>th</sup>. The billings were as follows: ➡

### **Utilities**

- 8 customers signed up for new water/ wastewater service and 10 customers disconnected service from January 8<sup>th</sup> through January 14<sup>th</sup>. This includes all service changes.
- Zone 2 was billed today which includes 441 residential and 13 commercial accounts. Of those accounts 74 or 16% are signed up for direct payment.
- 100 late notices were sent January 12<sup>th</sup>.
- 3 residential customers (Zone 1) were scheduled to have their water turned off for non-pay (over 60 days past due) none of those were actually turned off.

Accounts Receivable	
Cemetery	\$ 2,836
Wastewater Maintenance & Dumping Fees	\$ 3,123
Lien Searches	\$ 2,891
Ambulance	\$ 280,591
Airport Hangar & Rent	\$ 722
Property & Weed Abatement	\$ 4,581
Equipment Sale (Temp UV)	\$ 21,000
Miscellaneous	\$ 3,453
<b>Total Billed</b>	<b>\$ 319,197</b>





# **BUILDING DEPARTMENT**

The Baker City Building Department issues all permits and provides full plan review and inspection services for building, plumbing, and mechanical on new and remodel construction within Baker County.



### **COMMERCIAL PROJECTS:**

- One new permit was issued for 3370 10<sup>th</sup> Street, Baker City – 1000 sq ft interior remodel

### **RESIDENTIAL PROJECTS:**

- No new residential permits were issued this week.

### **Permits**

	<b>Permits Issued City</b>	<b>Inspections City</b>	<b>Permits Issued County</b>	<b>Inspections County</b>
BUILDING	1	10	0	7
MANUFACTURE D DWELLING	0	0	0	2
ELECTRICAL	8	9	2	2
MECHANICAL	4	2	1	6
PLUMBING	3	2	1	4
FENCE	0	N/A	N/A	N/A
<b>TOTAL</b>	<b>16</b>	<b>23</b>	<b>4</b>	<b>21</b>

### **Historic District Design and Review Commission**

No new information this week.

# **PLANNING DEPARTMENT**

### Public Meetings

On January 20, 2016, the Planning Commission will hold a public meeting to consider two items:

- ◆ An application for a Conditional Use Permit to conduct manufacturing and production in the Central Commercial zone. The application specifically proposes to locate a micro-distillery at 1901 Main Street.
- ◆ Revisions to Chapter 3.5 of the Development Code that establishes the requirements for signs.

Staff Reports for the meeting were mailed to the Planning Commission.

### Projects and Land Use Decisions

A letter was sent to the owner of property at 3060 College Street advising of the need to obtain permits.

A review was completed of the surveyor's draft of Elkhorn View Industrial Subdivision plat. The property is located in the General Industrial Zone of northwest Baker City.



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

# FIRE DEPARTMENT

During the weeks of December 27th - January 2nd, the Fire Department responded to a total of **31** emergency alarms.



## AMBULANCE OPERATIONS

City Calls	24
Rural Calls	6
Patient Transported	21
No Patient Trip	9

**TOTAL MEDIC RESPONSES 29**



## FIRE REPORTS

General Alarms	0
Dispatched Alarms	1

**TOTAL FIRE RESPONSES 1**

Out of Town Transfers	0
Airport Transfers	1
Motor Vehicle Accidents	1
Simultaneous Calls	3

- ◆ Vehicle lock out / child locked in vehicle – Campbell St.

## TRAINING/MAINTENANCE

This week the BCFD completed **19** hours of in-house training:

- ◆ Fire – Size up, Command and control, Accountability, Records management

## STATION MAINTENANCE

**19** hours of station, apparatus, equipment maintenance, and other activities.

## COMMUNITY SERVICE

Additional Services to the community:

- ◆ BP checks at the senior center
- ◆ Business inspections



The Fire Department provides free blood pressure readings at the Senior Center every Tuesday, at 11 am.

**Don't miss the next check on January 19<sup>th</sup>.**



*"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 144 incidents and opened 42 new cases. One case involved the deployment of BCPD K9 Capa during a traffic stop, leading to a subsequent search of the vehicle and an arrest of the driver for multiple felonies.
- ★ Chief Lohner attended the Oregon Association of Chiefs of Police, Winter Conference –Executive Leadership Training Seminar.
- ★ Thanks to a generous donation received from Safeway, BCPD has a stockpile of holiday teddy bears available for adoption.
- ★ 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.



Officer Smith and K9 Capa



# Thank You Safeway!

### Code Enforcement Weekly Activities:

#### **Property Maintenance**

Closed out 2 cases  
Followed up on 2 old cases

#### **Animal violations and complaints**

Followed up on 1 animal complaint  
Followed up on 2 dog at large cases

#### **Parking**

Followed up on 4 violations  
2 Vehicles orange tagged for removal  
1 Abandoned vehicle impounded  
Issued 2 parking citations

#### **Temporary Use Permit**

Followed up on 2 violations  
Issued 1 citation for non-compliance

#### **Kennel Permit**

Followed up on 8 permits  
Started one new permit case

#### **Vehicle impound**

1 Abandoned vehicle impounded



*By the end of this month, the City of Baker City is looking to fill multiple positions on several commissions and committees. The upcoming vacancies include the Airport Commission (3) three vacancies, the Planning Commission (3) three vacancies, the Historic District Design and Review Commission (2) two vacancies, the Public Works Advisory Committee (1) one vacancy, and the Budget Board (4) four vacancies.*

# BECOME A VOLUNTEER

The Airport Commission was created to advise the City Manager regarding the management, care, and control of the Municipal Airport (Heilner Field). Some of the Commission’s main duties include suggesting rules and regulations of the Federal Aeronautics authority; propose needed beautifications and development of the Municipal Airport; make recommendations concerning expenditures for the benefit of the Airport from such funds as to be appropriated by the City Council; and assist the City Manager in making an appearance before the Budget Board. This Commission consists of 7 members, 4-year term.

The Planning Commission consists of 7 members with 4-year terms. The role of the Planning Commission is to develop, maintain and implement the Development Code and Comprehensive Plan, to protect the integrity of the community's planning process, and to foster the community's long-term interests.

The Historic District Design Review Commission was created to promote the community participation in reviewing and approving applications submitted by the property owners wanting to alter structures within the Historic District. This commission consists of 7 members, 3-year terms.

The Budget Board works with the City Council to review and set the budget for the City. The Budget Board consists of 7 members with 3-year terms.

The Public Works Advisory Committee was established to promote the community participation in advising the City Council regarding matters in the public works area, including, but not limited to, street construction and maintenance, water, sanitary sewer and storm sewer line construction and maintenance. The committee consists of 7 members, 3-year terms.

**Current Vacancies:**

The Tree Board has many duties; they study, review, evaluate and make recommendations regarding landscaping activities in parks, within the public right of way, adjacent to streets and in other public areas. Included in those activities is the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs. The Tree Board volunteers serve a 3 year term on the board with 7 members.

The Baker City Parks and Recreation Advisory Board exists to promote and preserve parks and open spaces which are safe, provide beauty, enhance recreational experiences and are accessible to all members of the community. The Baker City Parks and Recreation Advisory Board shall permanently preserve, protect, maintain, improve, and enhance its natural resources, parkland, and recreational opportunities for current and future generations. This board consists of 7 members, 3 positions with 3-year terms and 4 positions with 2-year terms.



# PUBLIC WORKS

A leak developed near the bottom of the Scenic Vista Tank over the weekend, and was discovered on Monday. The leak turned out to be caused from a bolt not being installed at the time of the tank being originally assembled. Mastic sealant covered the hole for the last 3 years and it just now developed a leak. City personnel used a tapered boiler plug to temporarily seal the bolt hole, and will have to wait until warmer weather for the ice to melt inside the tank to install the bolt.

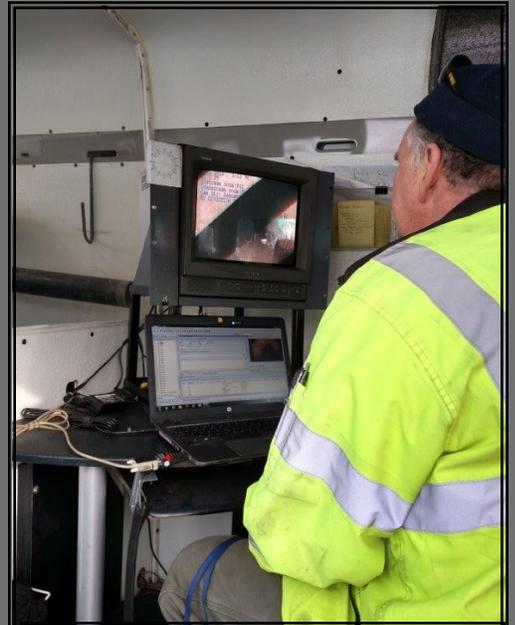


Justin fabricated an enclosure for extra buckets and hoe pac for the mini excavator trailer. He has also been rebuilding and sealing the deck for the tilt bed trailer.



# PUBLIC WORKS

Some of the wastewater collection lines which have not been video-inspected for many years were done recently. To the left, the inspection van is set up over a manhole at the intersection of 11th and Estes Streets.



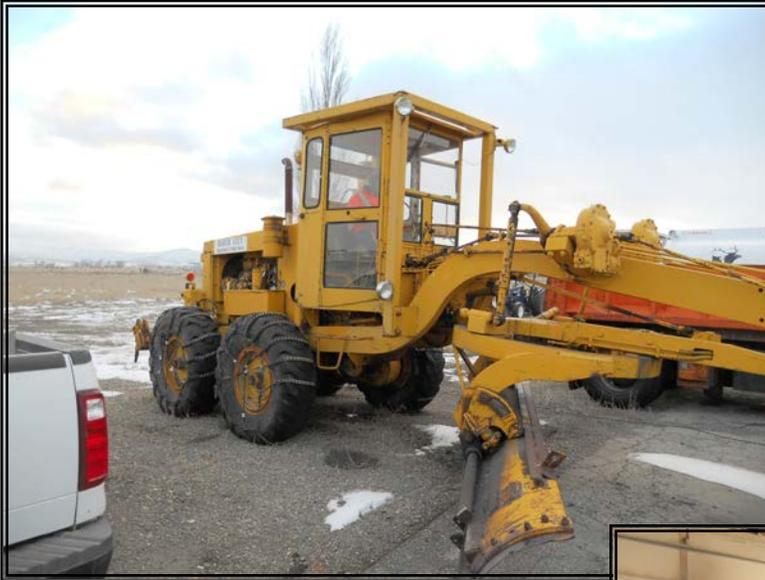
Keith scrutinized the pipe condition as the camera made its way through the pipe. The screen of the monitor typically doesn't photograph very well (above it looks like there is a big black obstruction in the line - but there isn't).



Keith and Tip cut roots from a section of wastewater collection line on Court Street. Both the Jetter Truck and the T.V. van were used in this operation.



## Public Works –Shop



The old grader at the airport wasn't working correctly. An adjustment to the fuel flow corrected the problem.

Wes and Doug completed a brake replacement and service check on a Public Works utility vehicle.



The ceiling project in the shop continues successfully. Crew are already noticing a difference in temperature with the added insulation.



# SNOW PLOW ROUTES 2015-2016

