

CITY MANAGERS REPORT
Report Period August 1, 2020 – October 7, 2020

Ginger Allen, City Manager

Scio City Hall Services Update: Plexiglas protection panels have been installed around the Librarian Work Desk, in the window of city hall facing NW 1st Avenue for walk up service and at the front counter of the utility billing desk.

City Hall resumed regular work hours of 7:30 – 5:00 p.m. Monday thru Thursday and 7:30 -12:00 noon on Fridays on Monday September 14, 2020. The amount of people actually coming inside city hall has dropped significantly since the onset of COVID-19. Prior to COVID-19 we had 10+ patrons a day, Monday – Thursday. We now experience 8-10 patrons a week.

Utility Services: The majority of utility service users are now paying online or using the drive-up drop box, with a handful still calling in payments over the phone, and very few coming inside City Hall to pay their utility bills.

Library Services: On September 23, 2020 we opened the Library from 9:30 a.m. – 11:30 a.m. and 1:30 p.m. – 4:30 p.m. We limit the number of patrons to 4 people or one family of 4+. Curbside Service is still operating. People are enjoying the fact that they can come into the Library and browse and we have received no negative comments about the Covid-19 requirements.

- Hand Sanitizer is provided for all library users.
- Social Distancing will be required.
- All individuals over the age of 5 must wear a mask.

The Senior Center remains closed at this time. When the State of Oregon is moved out of Phase II and into Phase III we will determine how to re-open the Senior Center.

November 3, 2020, General Election: Scio will once again be a “Ballot Drop Off” location. People can drop off ballots during regular business hours Monday – Thursdays 7:30 a.m. thru 5:00 p.m. and Friday’s 7:30 a.m. – 12:00 noon. On Voting Day, November 3, 2020, City Hall will be open from 7:00 a.m. – 8:00 p.m. to receive voting ballots.

PW Shop Update: City staff met with Project Manager, Ryan Quigley and Architect Christina Larson of Varitone Architecture to review the first drawing of the PW Shop. Changes were discussed and a revised drawing is in the works.

Scio Emergency Plan: I will be meeting with Fire Chief Levi Eckhardt to discuss the assembling of an Ad Hoc Committee to oversee the development of a Scio Area Emergency Plan. The committee will have the task of extracting pertinent information from the City of Scio/Linn County Emergency Operations Plan and adding language designed to carry out emergency preparedness, responses and recovery activities as they relate specifically to the City of Scio and the Scio Fire District.

The committee will be composed of people whose professional positions lend services to the execution of the Emergency Plan (i.e. Scio School District Representative, SMTA Representative, U.S. Postal Service Representative, Linn County Sheriff Rep., Linn County Roads Rep. and Scio Business Rep.)

Once the framework of the plan is complete it will be submitted to the Linn County Emergency Management Team for review to ensure that it aligns with the United States Department of Homeland Security. Sub-Committees' will be formed, made up of community volunteers and detailed steps be defined in order to carry out the Scio Emergency Plan in relationship to the City of Scio and the Scio Fire District residents and businesses.

Library Advisory Committee & Scio Parks & Tree Committee: The Library Advisory Committee By-Laws and the Scio Parks & Tree Committee By-Laws have been completed and reviewed by the City Attorney. A copy of the Library Advisory Committee By-Laws has also been sent to the Oregon State Librarian, Jennifer Patterson, for her review and comments.

I will be asking the Council to participate in a Council Work Session to go over both sets of By-Laws and discuss the role of the Scio City Council.

Wireless Water Meters Installation: Both Public Works employees have been busy installing the new wireless water meters. As the time of this report over 100 meters have been installed. By having city staff install the meters the city saves approximately \$25K.

Revenues Drops: The City is experiencing a slight drop in revenue due to COVID-19. We have also been told by Linn County to expect a short fall in property tax collection due to the Canyon Fire and the Holiday Fire, which touch homes inside Linn County. I am keeping a close watch on our revenues and expenditures. I will give an update to council at the end of each quarter or sooner depending upon the activity seen in city revenues.

Covered Bridge Park: After several months of discussions with a variety of contractors we have finally secured a contractor to clear and level the Covered Bridge Park. I will provide another update on the park at the November 9th City Council meeting.

Safe Routes to School: The Scio Safe Routes to School Committee met for the first time since Covid-19 by Zoom Meeting on September 16, 2020. The committee will be meeting again, in person on Tuesday, October 6th to design the layout of the Safe Routes to School and begin preparation for two large grants.

Lake Oswego Reads Art Show: The Scio Public Library will once again be sponsoring the Lake Oswego Reads Art Show. This year's art display centers around the book entitled "Rising".

In *Rising, Dispatches from the New American Shore*, author Elizabeth Rush demonstrates how rising seas are transforming the coastline of the United States in irrevocable ways. She personally guides readers through some of the places where change has been most dramatic, highlighting the impact on plants, animals and humans across seven states, including Oregon. She weaves firsthand testimonials from those facing change with profiles of wildlife biologists, activists and other members of vulnerable communities.

Walking Bridge Security Cameras: SMTA has completed wire installation for new security cameras on the Walking Bridge. A security camera will also be installed to provide security for the Beech Street Lift Station. SMTA hopes to have the camera's installed sometime in October.