

MEMORANDUM

TO: Mayor and City Council

FROM: Richard Meyers, City Manager

SUBJECT: Friday Update

DATE: November 10, 2016

Beeper

The City Manager will be on KNND's Beeper Show on Monday, November 14th from 9:00 to 10:00 am.

Leaf Pickup

The first round of leaf pickup in Cottage Grove begins on Monday. It looks like the weather may actually cooperate giving a break to rake and stack the leaves for pickup. For more information about the leaf pickup program visit the City's web page.

Eugene International Film Festival

The Cottage Grove Armory will be hosting showings during the Eugene International Film Festival on Friday and Saturday, November 18th and 19th. One of the films aired on Friday night will be "Animal House of Blues 33 1/3" and will highlight Cottage Grove's part in the movie. Check out the schedule on the Eugene International Film Festival website at www.eugenefilmfest.org. There will be some spectacular international films. Tickets are required, check out the schedule on the website, buy some tickets and see some world renowned films. The Eugene International Film Festival will be making a contribution to the Armory Renovation project.

Membrane Workshop

On Thursday and Friday of last week, Water Production Superintendent, Ray Pardee and Public Works Director, Jan Wellman attended a Northwest Membrane Operator Association (NWMOA) workshop in Bend. The workshop was attended by membrane plant operators and manufacturer's representatives from around the State of Oregon. The workshop included a tour of Bend's new 11.8 million gallon per day Pall membrane plant and intake structure. Some of the session topics included large plant start-up issues and challenges, water rights, a discussion of Bend's unique dedicated backwash rack with swing-in unit, SCADA security and integration, chemical transfer pumps and tracer studies, and new trends in two-stage ultra-filtration. Cottage Grove has been a member of NWMOA since its inception and has held a Board position with the organization during that same period of time.

Climate Resilience Evaluation and Awareness

Representatives from EPA Region 10 have contacted Cottage Grove Public Works concerning our participation in a Climate Readiness and Resilience Training effort for water and wastewater utilities. The City would make use of the Climate Resilience Evaluation and Awareness Tool (CREAT) exercise to identify goals for the assessment of current and future climate concerns that could adversely affect water and wastewater operations. This effort would include available resources and general information on utility performance and watershed management. Climate change effects on water supply and water quality are unknown and could include more stringent standards for treated effluent discharge. This week was the kick-off conference call to begin the project. The City will most likely include other representatives from local stakeholder agencies in this overall CREAT effort.

Youth Book Club at the Library

The "Behind the Pages" Youth Book Club will meet on Saturday, November 19th from 2:30 to 3:30 pm and will be discussing, "Absolutely Truly" by Heather Vogel Frederick. The Club is for 6th through 8th graders and meets on the 3rd Saturday of each month. This is a great way for local youth to meet and make new friends and chat about literature and other cool things.

STEAM at the Library

Science, Technology, Engineering, Art and Math (STEAM) is all about activities, programs and events that focus on these themes and meets at the Cottage Grove Public Library on the 3rd Wednesday of each month. The next meeting will be Wednesday November 16th from 2:30 to 4:00 pm. Youth are encouraged to bring a friend and join us for some fun "hands on" interactive STEAM activities.

Teen Advisory Board at the Library

The Cottage Grove Public Library Teen Advisory Board meets the 3rd Thursday of each month, from 4:00 to 5:00 pm at the Library. This group of local teens is helping to envision an awesome future for our Library. The next meeting of the Board will be November 17th at 4:00 pm.

Budget Training Available

The Oregon Department of Revenue's Basic Local Budget Law training sessions for 2017 have been announced. The training closest to our area is being held February 17th at Lane Community College in Eugene. A full list of dates and locations can be found on the Oregon Department of Revenue's website at: <http://www.oregon.gov/DOR/programs/>.

These training sessions are intended for governing body members, budget committee members, finance directors, administrators, and budget officers who participate in the budget process. The course covers local budget law basics, and state property tax laws related to preparing local government budgets.

There is no cost to attendees and registration is not taken. Each class runs from 9 am - 3:30 pm. Refreshments are not provided. If anyone is interested in attending and would like to coordinate transportation, please contact Finance Director Bert Likens.

Service Orders and Technology

During the course of a day, the Finance Department take a number of service orders regarding water and wastewater services. Service orders are processed for a variety of reasons, including re-reads of water meters when a leak is suspected, turning water service on for new customers, and shutting off service when requested by our customers. In an effort to create efficiencies in the processing of service orders, staff is now using iPads in the field. A service order is generated by Finance Staff, delivered via email to Water Department personnel on the iPad. Once completed it is sent back to the Finance Department for entry into the utility billing software. This saves time for all personnel involved and provides a quicker response time to our customer requests. Thanks to our Finance Staff, Mindy Roberts and Mandy Biehler for the initial idea and road map to making it happen and to Dan Hogue, in IT, for all his expertise to see it through.

Historic Renovation Grants Available

The Cottage Grove Historic Landmarks Commission is pleased to announce the opening of applications for the annual Historic Renovation Grant Program. This program is designed to assist Downtown business & property owners with needed historic renovations. We have \$5,000 to distribute this winter in matching grants of up to \$2,500, depending on the scope of the project.

This is the sixth year of this grant program. Prior recipients have included the IOOF (sign repair), Crafty Mercantile (rear door), the Cottage Grove Hotel (new awning), Burkholder Woods (corbel repair), Mortier building (Coca Cola mural, masonry repair), 802 E. Main Street (new stucco, roof repair), the Bookmine (awning and siding repair), and the First National Bank (masonry cleaning, windows repair).

The Historic Landmarks Commission will make these funds available to Downtown Historic District property owners or tenants who want to make improvements or perform maintenance on the exterior of their building.

Projects must meet the Secretary of Interior's Standards for Rehabilitation to qualify. Also, project work plans must be approved by the Historic Landmarks Commission and the State Historic Preservation Office before work may begin.

Applications must be submitted by November 21, 2016. Work must be completed (and receipts turned in) by June 30, 2017.

Anyone interested in applying, please contact the Community Development Department at (541) 942-3340 for more information. Applications and grant program guidelines will be available on the City's website after Monday, November 14th.

SLSD Seeking Local Artist for Art Centerpiece at New Elementary School

The new elementary school that was approved with the passage of the South Lane School District bond earlier this year is planned to open in the fall of 2018. The conceptual planning for the school is complete and there is an opportunity for a local artist to develop a centerpiece to be displayed in the entryway of the new school.

The winning application will be given an award of \$5,000 and a budget for materials and supplies of up to \$3,000. More information and the Request For Proposal can be found on their website at: <http://www.slane.k12.or.us/>.

Help Name the New Elementary School

South Lane School Board is accepting name ideas for the new elementary school being built to replace Harrison Elementary School. Got an idea of a name? Fill out the form and submit your idea. Form and information can be found at: <http://www.slane.k12.or.us/>.



Quote of the Week

“Yesterday is not ours to recover, but tomorrow is ours to win or lose.”

~ Lyndon B. Johnson ~