



CITY ADMINISTRATOR REPORT
Status Updates for Monthly City Council Meeting

DATE: May 28, 2021

TO: Mayor and City Council

FROM: Chad Sweet, City Administrator

COVID-19 (last regular update!)

Clatsop County is Moderate Risk for the next two weeks as of today.

City Hall doors reopen for business as of Tuesday, June 1st. As space is limited, folks are still encouraged to please utilize the drop box for payments, permits, applications, etc. The majority of business can still be conducted through phone, mail, email, and outdoor drop off. CITY HALL RESTROOMS WILL NOT REOPEN TO THE PUBLIC -- the public restrooms up at the tennis courts continue to be available and regularly cleaned according to recommended guidelines.

Going forward, all COVID-related information can be reviewed at [Clatsop County Public Health](#).

Day-to-Day

- BUILDING DEPARTMENT
 - ◆ Nothing new to report
- CODE ENFORCEMENT
 - ◆ Proposed storage facility on Hwy 101
 - ◆ Wetland/wood wall issue on 10th St
- FINANCE/ACCOUNTS PAYABLE
 - ◆ Working on improving payroll efficiency
 - ◆ Working with a CPA and finalizing City Audit
- PUBLIC WORKS
 - ◆ On the agenda tonight
- STAFF/ADMINISTRATION
 - ◆ Nothing new to report
- VACATION RENTALS
 - ◆ 90% of quarter 1 tax remittance has been received (due 4/15/21); \$73,480 total

- The remaining 10% are being contact to confirm if receipts are \$0, or late

Special Projects

- CITIZEN ADVISORY COMMITTEES
 - ◆ Parks Update
 - Reviewed the Recommended Policies Working Draft
 - Playground donations at \$30,230 -- \$12,020 is credited to Berkley Sturgell's "Quarter Mile Challenge"
 - ◆ Small Business Update - Brent
- EMERGENCY CACHE PROGRAM
 - ◆ Pro-rated (due to covid) renewal premiums are being collected
- FIRE STATION UPDATE
 - ◆ Working on Bond Refinance
- RIDGE PATH
 - ◆ Construction has yet to resume → need to set a date

Grants

- NWSC
 - ◆ Looking into grants available for water quality (Neacoxie) and culverts (fish passage barriers) → OWEB strong possibility
 - ◆ It's finally June! Pollinator project grants submitted this month

On Our Radar

- WORKSESSIONS
 - ◆ Tuesday, June 8th - Water Bond / Fire Station
 - ◆ Tuesday, June 29th - 2021 City Council Goals, Noise, Homelessness

Of Note

- COUNCIL RULES OF ACKNOWLEDGMENT
 - ◆ *Councilor Jesse and Councilor Smith please deliver to City Hall ASAP.* (This has been on the report since March.)
 - ◆ Saturday, June 5th - Sparrow Dance Company / TEAA joint ArtWalk event at Centennial Garden between 2p - 5p (dancers begin 2:30p)
 - ◆ Sunday, July 4th - Gearhart Independence Day Parade is ON for 11 a.m.