

MEMORANDUM

TO: Mayor and City Council

FROM: Richard Meyers, City Manager

SUBJECT: Friday Update

DATE: February 2, 2018

Lane Council of Governments (LCOG) Annual Appreciation Dinner

The LCOG Annual Appreciation Dinner will be held on Saturday, February 10, 2018, beginning at 5:00 pm at the Lane Community College Center for Learning. The City Manager, Mayor and members of the City Council will be attending.

Youth Advisory Council Meeting

The Cottage Grove Youth Advisory Council will be holding a special meeting on Monday, February 5th from 6:15 to 7:30 pm.

Councilor Slay Resigns from City Council

Councilor Amy Slay has submitted her resignation from the City Council effective February 28, 2018. The City Council will be discussing the process of replacing Councilor Slay at the February 12, 2018, Council meeting. Councilor Slay is from Ward 4, which covers the Southeast portion of Cottage Grove.

Police Department Reserve Police Officers

The Police Department completed the last of the interviews for Reserve Police Officer positions. Six applicants were given conditional offers pending background and medical and psychological evaluations.

Police Department Communication Specialist Testing

The Communication Specialist process continues next week with practical and written testing. The applicants with the highest scores will go on to oral board interviews. Those selected for oral boards will have a Chief's interview, before any conditional offers are made. There are seventeen applicants in this testing process.

Police Chief Meets With Fire Chief and Chamber Director

Chief Shepherd met with South Lane County Fire and Rescue Chief, John Wooten, and Cottage Grove Area Chamber of Commerce Executive Director, Travis Palmer, to plan for the 40th Anniversary of the filming of Animal House in Cottage Grove. Discussed were resources, needs of each organization and creating a safety plan for the event. The next meeting is planned for late February or early March.

Audit Report Issued for Fiscal Year Ending June 30, 2017

The City's Comprehensive Annual Financial Report (Audit) for fiscal year 2016-17 was issued January 31, 2018, meeting the extension deadline granted by the State of Oregon. The audit is on the City's website.

The Audit Committee will be meeting within the next two weeks to review the Audit with the City's Auditors. Members of the Committee, the City Manager, and the Finance Director will receive the document and review the information presented. The report contains a "clean opinion" on the financial statements and related disclosures. The Audit Committee will fulfill its responsibilities for oversight of the City's financial reporting, and make a recommendation concerning the report to the City Council, at their meeting on February 26, 2018.

AARP Tax Help Happening Now

The Cottage Grove Community Center is hosting free AARP Tax Help every Wednesday through April 11th. Sign-up for tax help begins each Wednesday morning at 8:00 am for sessions that day. Everyone is welcome to use this free Tax Help from AARP.

Sensory Story Time at the Library

Each Tuesday at 11:30 am, the Cottage Grove Public Library offers "Sensory Story Time." This is a great opportunity for patrons to participate in a fun and interactive Story Time experience with their child.

New Water Services on Gateway

On Tuesday, the Utility Crew successfully connected the Vintage Inn, Kentucky Fried Chicken, and McDonalds to new water service lines. Both the Vintage Inn and Kentucky Fried Chicken were completed while they were closed to avoid impacting their business. McDonalds was completed within 20 minutes at 9:00 am during the slow business hour. The new services are part of the Gateway Street upgrade project.

Urban Forestry Advisory Committee

The City of Cottage Grove Urban Forestry Advisory Committee currently has a vacancy. Committee positions are appointed by the City Council. The Urban Forestry Advisory Committee was created on December 12, 1994 by the City Council for the purpose of assisting in developing an urban forestry plan for the City of Cottage Grove. The committee makes recommendations to City Council and staff regarding urban forestry and seeks grants to improve the quality of our urban forests. The committee meets once a month as needed. To access an application, please go to: cottagegrove.org.

Welcome Rhonda Branstetter

On February 8th, Rhonda Branstetter will become the new Administrative Aide at the City's Public Works Shop. This position provides administrative support for both the Utility and Maintenance Divisions. Rhonda brings over 20 years of Administrative Aide experience to her new position. We want to welcome her and we are confident she will do a great job for Cottage Grove.

Quote of the Week

"Leadership is practiced not so much in words as in attitude and in actions."

~Harold S. Geneen~