

Recreation

If I convey nothing else this month I would like to recognize the staff of the pool for their continued efforts to serve the community. They continually deliver a great experience to the public by providing educational, therapeutic, fitness and recreational programs. Two staff members that I ask everyone to recognize are Susan Lockler and Melany Hicks. These two instructors were the core of our swimming lesson program this year. This program is of vital importance to giving basic water safety skills to all of our youth in the community. This continued investment in our youth by these instructors and the community helps save lives.



Port of Toledo boat dock

City of Toledo

Department Reports



The beautifully restored merry-go-round is reinstalled in Arcadia Park

Thanks to the Public Works Crew:

(pictured from left to right)

Harold Sutherland, Ricky Rasmussen, Pat Hill,
Dennis Chavarria and Mike Wallace.

Administration

by Don Munkers City Manager Pro Tem

Aneta Synan, Contract Planner submitted a report to the planning commission revisiting issues of performance based code criteria. The Commission work session reviewed her report and performance standards related to light industrial and industrial zoning districts. Aneta addresses two alternatives; the first to use performance standards alone to determine uses allowed and thereby do away with the list of permitted uses and second to develop standards to minimize off-site impacts by uses that are explicitly allowed in the industrial districts. Other city codes have been reviewed and comparisons made with issues in Toledo. The next step will be a first draft ordinance that will include revisions to the industrial zoning districts to incorporate standards for off-site impacts. This will be reviewed by the planning commission during an August work session. The major goal will be to draft an ordinance that avoids redundancy and inconsistencies within the Toledo Code.

As we are aware Marc Howatt has taken the reins of the Public Works Department. Marc has been familiarizing himself with operations and projects of the Department and making plans for its future. Marc brings a wealth of Public Works Management knowledge to his new assignment with Toledo. His ideas and goals are compatible with the City's and will add to the job growth and dedication of the Public Works Department.

Recreation

by Joe Andrews, Aquatics/Recreation Director

Staff Highlights from the Department during May:

- Completed the School Swimming lesson Program for 2013/2014.
- Implemented pool schedule reducing 5.5 hours each week. These program hours were selected due to persistent low public attendance.
- Conducted staff training for existing staff to prepare for summer.
- Work put into equipment replacement plan for rescue/mechanical/recreational equipment.
- Signups opened for Summer 2014 swimming lesson program, most classes are reaching capacity at the time of this report.
- Aquatics Director attended an Oregon Recreation and Parks Association Aquatics meeting in Lincoln City and participated in extensive discussion regarding programming with schools and ways to facilitate local region aquatics training opportunities.
- Aquatics Director attended the Oregon Recreation and Parks Association Board Meeting in Lake Oswego.

Public Works

planned and thought out spacing for a fun and challenging course. The group will be in touch with us when they get closer for their first tournament challenge.

New water storage tank- 1.9 million gallon water tank has been installed on Skyline Drive. Currently the tank has been filled to check for leakage, and the city and engineer of record are working together to find discrepancies, fill the tank and implement the tank into full operation.

Local RR company, P&W met with staff last week to discuss some railroad crossings here in town that need attention to repair. The city manager has requested a pre-construction meeting with the railroad to discuss scope of work, dates, and what, if any city involvement in aiding repair (city owned right of way).

Lincoln County Public Works department meeting with City of Toledo Public Works- Recently staff met with Lincoln County road crew and discussed 1400' LF of 12' wide paving project on Sturdevant Road, utilizing Lincoln County's new Grinding machine. If this project moves forward the city would look at a new wearing course on this roadway within about two weeks' time.

Public Works employees Harold and Ricky "safety" checking the newest play equipment installed at Memorial Field play area.

(I think it passed)!



Administration

The PUC Committee reviewed and approved by consensus the adoption of the fee increase from Dahl Disposal. The minimal rate hike will take affect after July 1, 2014 if approved by the City Council June 18th. The increase is a modest one on 35 gallon residential containers. Owner Nic Dahl presented the proposal to the Committee providing overall margins for the company as well as objectives for future operations.

The Council will review the City fee schedule June 18th during its regular Council Meeting. While some fees will increase the major objective was to stream line the categories removing some line items and other ambiguities.

Work continues with Code enforcement officer Dustin Kittel to have properties cleaned up that are in foreclosure and /or just neglected. The foreclosures are the most challenging simply because the former owners are gone and the banks have not taken possession of the property. The city can abate the property and then file a lien for the cost of clean-up: However, getting the lenders involved in a positive manner is in the best interest of all concerned.

City Recorder*by Nancy Bryant , City Recorder*

Nancy and Susan continue to provide service to the City Manager Pro Tem, Mayor, Councilors, Department Heads, employees and the general public. The following is a list of some of our activities provided in May:

Property/Liability Insurance—

- Renewed liability insurance coverage

Personnel/Human Resources –

- Personnel file management
- Provided health benefit information to employees
- Assisted Department Heads with employee issues
- Contact person for new hire drug screening results and random drug testing
- Processed and maintained FML/OFL information for employees on medical leave
- Assisted employees with Workers Comp. Claim issues
- Contact person for job recruitment

City Council Support—

- Prepared May Agendas for City Council meetings
- Attended all May Council meetings and work sessions
- Prepared Council meeting minutes and processed approved minutes
- Coordinated correspondence to and from Mayor and Council members
- Maintained City Council volunteer time accrual
- City contact person for the High School Video Production team

Public Works*by Marc Howatt, Public Works Director*

The PW department here In Toledo is busy with various projects regarding sanitary sewer replacement, water distribution improvements, new 1.9 million gallon capacity water storage tank install, and some community enhancement, (potential Frisbee golf course set up through Arcadia Park). In addition, public works is going through some restructuring, operational / procedural evaluations with city crews, response time, special projects, and execution of projects with management. The next few months we will be adjusting the current policies and routines during normal business hours to better serve the public and enhance communication with the department head. In doing this, the crews communicate better with one another and work more effectively as a team. To that end, everyone associated with the department and the general public will benefit from the changes.

Mill Creek Dam- a walkthrough at the Dam recently brought to light some questions on how to repair/administer longevity in the overflow piping network. PW will investigate possible slip-line , or other material to install, keeping the original pipe casing in place.

Georgia Pacific Access to Mill-

Staff has met with officials from GP to discuss commercial truck ingress/egress to the mill. Currently, Trucks traveling out from mill site are having trouble meeting turning radius set on the driveway throat of GP's access. Staff helped with some suggestions and GP will make the necessary adjustments to ensure safe turning out, without compromising public safety , and damage to city right of way.

Frisbee Golf Arcadia Park - Staff met with private entity interested in set up of Frisbee golf course along the trail through Arcadia Park. After walking the trail, we found that the group had a well-

Police**Crimes**

Accident fatal	1
Accident Injury	1
Accident Property	3
Aggravated Assault	1
Assaults	5
Theft from a motor vehicle	1
Sex Offense	2
Theft of motor vehicle parts	1
Shoplifting	1
Theft from a building	2
Burglary	1
Fraud	1
Theft	7
Vandalism	2
Disorderly Conduct	3
Hit and Run	2
Narcotics/drugs	2
Runaway	1
Warrant	8
Animal	1
Driving while suspended Misd.	2
Crimes cleared by arrest	17
Percent cleared	77.3%

City Recorder**Administrative Assistance—**

- Processed mail, email, telephone, citizen and staff requests for information/help/documents and managed City Manager paper flow
- Provided proofing and printing of City Manager correspondence
- Attended weekly staff meetings
- Performed Council Action Request reviews
- Produced and distributed monthly department reports and City Newsletter
- Processed 3 Outdoor Public Event Permit request
- Managed the DOJ Bullet proof Vest Grant

Recorder's Office—

- Managed record retention, review of city records, and archives
- Maintained official records of City Agreements, Ordinances, Resolutions, and City Council Minutes
- Completed 7 hours of City website maintenance and additions
- Researched archive records for City Manager, City Attorney and department heads
- Provided Notary Public Services to the staff and public
- Attended Safety and Wellness Committee meetings
- Reviewed the Draft Resolution for Park Grant
- Processed OLCC liquor license renewals
- Prepared the November 4th Election Packet
- Updated City vehicle schedule

Finance

by Polly Chavarria, Finance Director

Budget

The Council held their budget hearing on June 4th and passed all of the appropriate resolutions to finalize the budget in preparation for next fiscal year. I will be completing the final budget document before the end of the month and filing it and the tax levying forms with all the appropriate agencies in preparation for next fiscal year.

Audit

We are scheduled for field work on the 2013-2014 audit for September 22nd through the 24th. Our auditors were here on June 11th for pre-audit review. They reviewed council minutes and utility account information. We are already starting to gear up for closing out the fiscal year end. It will be here before we know it.

Payroll Cross-training

We are working on some cross-training for payroll. Currently I am the only employee trained for payroll which is a problem when I am out of the office. I have written up a manual and Carma and I will be working together on the payroll at the end of June. I am on vacation over the payroll period at the end of July, so she will be preparing that payroll on her own. It will be good to have this level of cross-training.

Written Policies

We are working on formalizing some of our past practices in to written Finance Department policies. This past month we added two written policies – one for utility adjustments and one for credit card transaction handling. The credit card policy is a piece of our annual PCI compliance as required by the credit

Police**Citations**

Driving While Suspended	7
Driving Without Insurance	5
Violation Posted Truck Route	3
Failure to Carry/Present DL	1
Improper Display Stickers	4
Speed	2
DUII	1
Poss. Marijuana less than an oz.	1
Failure to change name/Address	1
Careless Driving	1
Failure to obey traffic control device	2
Open Container	1
Failure to use seatbelt	4
Failure to carry Proof of Insurance	7
Failure to register vehicle	1
Average over posted speed:	17.5

Police

Explorers
Alexis Larson
and Robby
Ballentine

assists at the Eckman Lake Fishing derby in Waldport.

Every year Oregon Department of Fisheries restocks the lake for young children to get interested in fishing.



The last week of the month became very busy for the Toledo Police Department. A reported bottle bomb or Drano bomb was discovered and had to have the Oregon State Police Bomb Squad come over to explode the device. Officer Dean was in night training on the Emergency Vehicle Operation course at the Police Academy and rolled a vehicle causing injuries to her shoulder. She will be out for several weeks. A plane crash occurred on the last day of the month in the GP Mill killing two people with one survivor.

Finance

card companies. Every employee who handles credit card transactions within the agency (Finance and Pool employees) has to be trained annual on the contents of the policy, so that started this month.

IT Update

This month our IT consultant completed a complete network scan and analysis of our technology infrastructure. His report was that on a scale of 1 to 10, our network is approximately an 8, meaning that it is in good shape and well put together. He did identify some weaknesses that need to be corrected including a number of computers running Windows XP, which is no longer a supported operating system. Some of these computers are never used on the internet, so there is no security risk, but approximately 8 of them need to be changed out as soon as possible. This is the next IT project we will be working on.

METER CHECKING PROJECT

We prepared a list of all of the properties in town with a meter installed, but no active customer. The City crew checked each account on the list looking for meters that had registered usage since the service had been discontinued. While most of the meters had not been used, we did find four altogether that had registered usage or were turned on without an active service. These services were shut off and locked and the property owner has been billed for the activity. The crew also documented which meters were on vacant lots so we will not send them out to these meters as frequently as non-vacant properties.

Community Development

by Arlene Inukai, Planning Assistant

New Construction Applications:

1. Commercial remodel at 496 NE Hwy 20.
2. Repair foundation at 1333 N Nye Street.
3. Excavation/fill permit for 550 SE 5th Street.

Land Use Applications:

1. Amendments to the Zoning Ordinance and Land Division Ordinance to implement the Transportation System Plan standards.

Update: The conditional use permit to allow food production in the Commercial Zone at 496 NE Hwy 20 was approved on April 30, 2014.

Annual Transportation Permits:

Two new Annual Transportation Permits were issued in May. A total of \$2,140 has been collected for the program.



The flower baskets have arrived!

Police

Explorers



Toledo Police Explorers training on traffic stops conducted by Officer Brittany Crocker and Dispatcher Jovita Ballentine



Police



This year the Lincoln County Law Enforcement community honored Chief Mark Fandrey with the “Hall of Honor” award. He passed away July 14th, 2013 at the age of 50 years in Reedsport, Oregon. His wife Beth Fandrey was at the banquet to accept the award. Mark was the Chief of Police in Toledo before moving to Reedsport as their Chief. He dedicated 15 years to the Law Enforcement Community in Lincoln County.

Beth Fandrey, wife of Chief Mark Fandrey, who passed away last year, receiving the Hall of Honor award from Chief Enyeart .

Community Development

Annual Department Statistics

Type of Permit	May	2014	2013	2012
Building Permit	2	6	28	21
Other Permits*	1	6	29	26
Land Use	1	4	11	21
Transportation	2	25	22	22
Value of Construction Improvements	\$210,000	\$422,000	\$835,638	\$1,659,292

*includes permits for excavation, work in the right-of-way, demolition, and water/ sewer connections.

“Don’t be a Fool, Safety is Cool, Make it Your Rule!”

2013/2014 City Safety Slogan by Bob Meade

Code Enforcement

by Dustin Kittel, Code Enforcement Officer

As of today, there have been 69 ordinance cases opened in 2014. Of these 31 have been worked to completion.

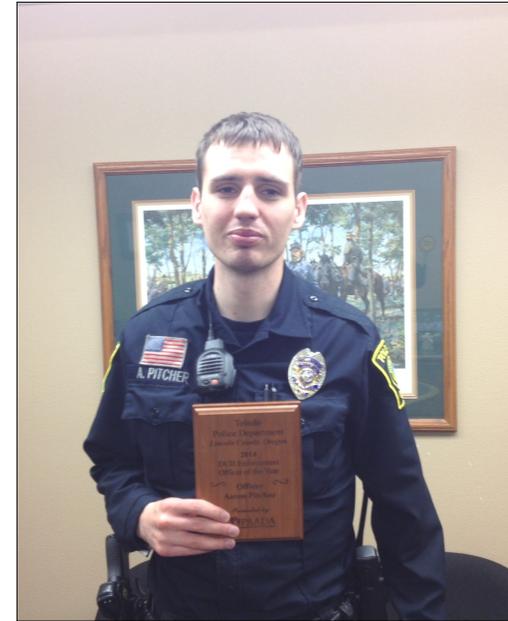
These cases breakdown into the following:

<u>Attractive Nuisances</u> (Misc. junk on property)	13
<u>Nuisance Vehicles</u> (Unlicensed/Inoperable vehicles left on public streets)	30
<u>Structure/Buildings</u> (Dilapidated/Improperly Maintained)	13
<u>Others</u> (Vegetation, Business License, Fences, Zoning, etc.)	13

In addition to these there are 6 cases remaining from 2013.



Police



Officer **Aaron Pitcher** received the “2014 DUII Enforcement Officer of the Year” award for the department for the most DUII’s and drug related arrests this past year at the Law Enforcement Recognition Banquet (LERB).

This is the third year he has won the award from Partnership Against Alcohol and Drug Abuse.

Congratulations Aaron.

Police*by David Enyeart, Police Chief*

This past month was the time to recognize our outstanding employees at the Law Enforcement Recognition Banquet or LERB.



Detective **Tom Harrison** received the “Patrol Officer of the Year” award and Dispatcher **Natasha Crea** received the non-sworn or “Citizens Award of the Year” at LERB for the Toledo Police Department.

Congratulations to both excellent employees.

Code Enforcement**Notable cases:**

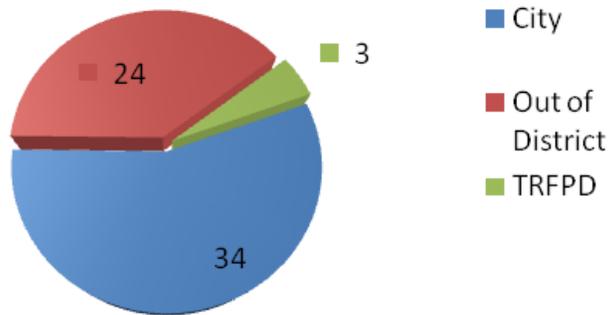
126 NW 9th St. - The municipal code allows for tarps as a temporary covering for up to fifteen days, however in the winter time when replacing a roof may not be practical, this time limit is often extended until a more favorable season. During the summer months, the code enforcement officer works with property owners to correct these violations before the winter month’s return.



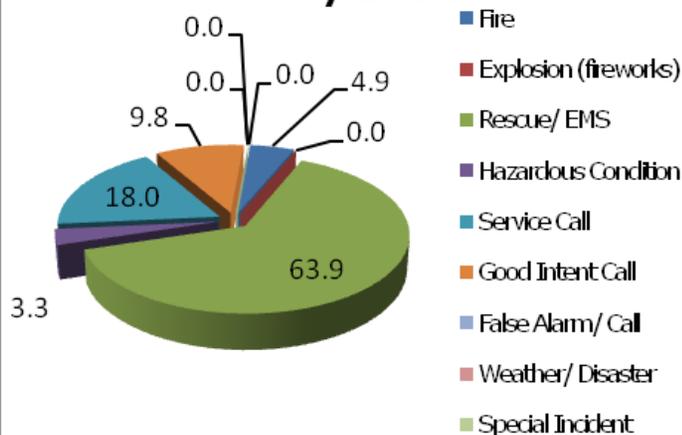
Fire

by Will Ewing, Fire Chief

**Responses By Area
May 2014**



**% of Calls:
May 2014**



Library

by Lisa Miller, Assistant Library Director

LIBRARY STATISTICS FOR MAY 2014

Volunteer Hours.....	69.50
Reference Questions.....	200
Internet Use.....	427
AV Room Use.....	9
Book Sale.....	\$11.50
Copies.....	\$79.20
Lost Cards.....	\$0
Donations.....	\$3.69
Library Total.....	\$217.38

Library Volunteers' Hours

Zita Heller	8.00
Nita Rose	6.00
Lynda Pace	18.00
Dennis Roberts	10.00
Klaira Flatt	2.00
Jim Webb	9.00
Chris Dorfer	3.00
Riley Thomas	1.00
Katie Taylor	4.00
McKenzie Thomas	1.00



*We think the World
of our Volunteers!*

Library

Finally, mark your calendars on June 27th at 6:30 pm we will be gathering in the park behind the library for a terrific evening of music and poetry. We are encouraging folks to make a picnic supper, grab a blanket to sit on and come out for a great evening under the stars. Toledo has the best summer nights around, and we want to take advantage of that. We will be celebrating the 100th anniversary of the birth of William Stafford by reading his poetry aloud, and we will offer an open mic for local poets to share their work. Also, we will enjoy the music of Franz Paul Van den Bogaard and friends. Call Deborah at the library at 541-336-3132 for help in choosing a Stafford poem to share.

We are happy to welcome Andrea back after her convalescence. She and Tonia are busy reorganizing our DVD collection to be a bit more user-friendly. Lisa continues to do her magic with stocking the shelves from the lease program and finding special materials from everywhere for our patrons. Remember we are connected to the WORLD and if you want a special item, we will do all we can to get it for you.

Finally, a big thanks to our wonderful volunteers who continue to work with happy smiles and helpfulness.

Fire

Fire Chief:

Chief Ewing participated in an Emergency Preparedness Workshop hosted by Oregon Emergency Management.

Operational:

This has been a stressful month for TFD due to a large number of very serious accidents. These include a motor vehicle accident where two students died after driving into the river along highway 20, two accidents with injuries on Hwy 229, a fatal two vehicle accident on Hwy 20, and fatal plane crash on G-P property. Two Critical Incident Stress Debriefings were conducted for responders from participating agencies.



Fatality in the river

Toledo Police, the Lincoln County Sheriff's Office and Toledo Fire personnel responded for a "Drano bomb" on SE Douglas Street. These consist of a corrosive liquid and a metal in a container such as a pop bottle. The resulting chemical reaction fills the bottle with pressurized hydrogen gas. Detonation is unpredictable, and sprays the liquid over a large area. They can cause severe chemical burns. Responders secured the area until the Oregon State Police bomb squad exploded the device. Police collected evidence and Fire rinsed away the liquid.



"Drano" Bomb

Fire

The department also responded to a vehicle fire on S Bay Road, a chip truck fire on Hwy 20 with the tractor fully involved, an equipment fire, a chimney fire, and numerous medical emergencies.



Truck fire on Highway 20.



Plane crash on GP's property.

Training:

Wildland training was presented in May, in partnership with the Oregon Department of Forestry. Six Toledo Fire Department members attended Engine Boss training.

Organization:

Radios have been reprogrammed and TFD is ready to implement the simulcast system as soon as other agencies are able to make the change. Toledo has successfully tested the ability to tone out other agencies for when a backup dispatch center is needed. Our first OSHA consultation is scheduled for June 19th, covering health requirements.

Community:

The department provided a mutual aid engine with crew for a Newport structure fire and completed medical standby for the Newport Marathon.

Library

By Deborah Trusty

The Library is busy getting ready for our summer programs including the 2014 Summer Reading Program Fizz, Boom, Read!, the "Stay in the Hobbit of Reading" Program, and our "Evenings in the Park" summer concert and poetry program.

The library kicked off the 2014 Summer Reading program by sponsoring two performances at the Toledo Elementary School during the first week of June. National award-winning Storyteller, Christopher Leebrick, performed for grades K-3 on Tuesday, June 3. Leebrick is a fascinating storyteller, and it was a delight to watch the children respond to him. Then on Thursday, June 6 we sponsored a performance "Children of the Raven" from Lincoln County's own Oregon Coast Children's Theater for the whole school. Wow, this performance was an amazing multimedia presentation of Native American tales. Both performances provided outreach to the students to get them registered for the 2014 Summer Reading Program "Fizz, Boom, Read!" When you come into the library, you can see "the names" starting to go up on the wall. Our first Thursday Event is this Thursday at 11 am at the Toledo Public Library.

Don't forget to let folks who are free weekdays at 3 pm know about our dramatic reading of the Hobbit. Enjoy the sheer pleasure of being read to by our newest staff member Tonia Storm. She will help you "Stay in the Hobbit of Reading" this summer as she reads aloud from *The Hobbit* aloud on week days at 3 pm. She will read for about a half hour each session, taking her listeners into a time "Between the Dawn of Færie and the Dominion of Men." This program starts today, Monday June 16. Tonia has arrived at work in her Middle Earth costume ready to read!