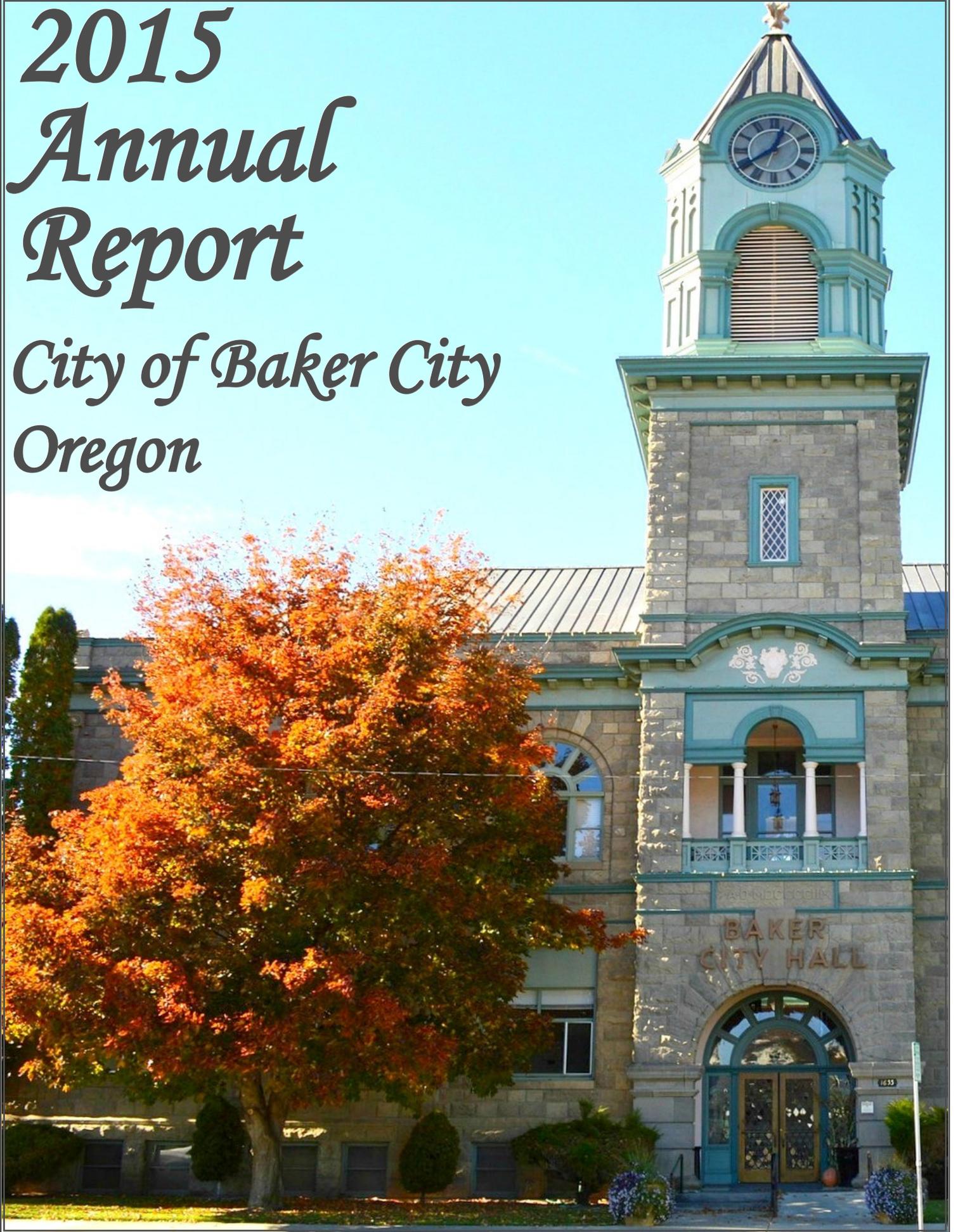


# 2015 Annual Report

City of Baker City  
Oregon



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## Departments...

### Elected Officials

Mayor Kim Mosier

Councilor Mike Downing

Councilor Sandy Lewis

Councilor Rosemary Abell

Councilor Richard Langrell

Councilor James Thomas

Councilor Daniel Lowe

### City Manager

Mike Kee

### Staff

Finance Director Jeanie Dexter

Public Works Director Michelle Owen

Police Chief Wyn Lohner

Fire Chief Mark John

Building Official Ken Hall

Human Resources Manager/City Recorder  
Luke Yeaton

### Boards & Commissions

Airport Commission

Budget Board

Golf Board

Historic District Design Review Commission

Parks and Recreation Board

Planning Commission

Public Works Advisory Committee

Public Arts Commission

Sam-O-Swim Committee

Tree Board

## Welcome . . .

This report is submitted to the Baker City Council and the citizens we serve in order to give a summary of some of the activities the City has been involved in during the 2015 calendar year.

The directors of each of the city department were asked to report on the major activities that they think would be important for the City Council and the community to recognize. This is intended to be a summary of activities and achievements, in which the community can gauge whether or not they believe they are getting a good value for their dollar.

The success outlined in this year's Annual Report highlights only some of the hard work accomplished by the City in 2015. Through each department, program, special event or project you witness or read about there is one common denominator: the men and women who proudly contribute to the City of Baker City and whose dedication is appreciated by all. We welcome everyone to visit the City's website for more projects and plans at [www.bakercity.com](http://www.bakercity.com).

The City is already hard at work to achieve even more success in 2016. As we continue to improve the City, the quality of life, and the general atmosphere, we will continually raise the bar to ensure the City of Baker City remains one of the best small towns in America.



## *As you look through the report some of the highlights include...*

- ◆ During the fiscal year ended June 30, 2015, Baker City purchased and constructed \$3,496,602 in capital assets;
- ◆ At the close of the most recent fiscal year Baker City's assets exceeded liabilities by \$50,720,912;
- ◆ The City employed 61 full-time employees in December of 2015, up from 58 in December 2014;
- ◆ The City received \$358,403 in grants during the fiscal year;
- ◆ The Baker City Fire Department responded to 1,714 emergency alarms an 11 % increase in calls from 2014;
- ◆ The Baker City Fire Department responded to 1,598 requests for an ambulance compared to 1,287 in 2014. 165 of those calls required two or more ambulances at the same time;
- ◆ The building department conducted 1,796 inspections, compared to 1,521 last year;
- ◆ The planning department issued 96 planning permits, compared to 125 last year;
- ◆ The City delivered over 960 million gallons of water to customers, over one billion gallons were delivered last year;
- ◆ The City treated over 376 million gallons of wastewater, over 417 last year;
- ◆ The street department swept 11,207 blocks of streets, 13,919 were swept last year;
- ◆ The cemetery department located 768 grave sites for customers, 695 were located last year;
- ◆ The parks department made 134 reservations for park use, 133 were made last year;
- ◆ The wastewater department video inspected 42,168 feet of wastewater lines, 30,300 were inspected last year;
- ◆ The wastewater department jetted and cleaned almost 140,891 feet of wastewater lines, 121,384 feet were cleaned last year;
- ◆ There was a 5 percent decrease in traffic crashes from 2014;
- ◆ The police department received 132 complaints of overgrown weeds compared to 182 last year; and
- ◆ The finance department issued 741 licenses compared to 725 licenses issued in 2014.

## *A few other notable events that occurred....*

- ◆ In October equipment was installed at the Leo Adler River Trailhead. The equipment was designed by local artist Teri Axness;
- ◆ The Baker City Lions Club installed a fitness zone along the Leo Adler Memorial Parkway near Kirkway;
- ◆ In January the City Council elected Kim Mosier as the new Mayor, and Mike Downing as Acting Mayor. Also at the meeting, new Councilors Rosemary Abell, Ben Merrill, Jim Thomas, and Mack Augenfeld were sworn in.
- ◆ A columbarium was installed at the cemetery this year. The wall will offer families an alternative to a typical burial. The columbarium consists of numerous niches that will hold cremated remains. This was a great public/private partnership between the City and Dennis Teskey, Grey's West and Company.
- ◆ Lt. Kirk McCormick retired from the police department in 2015. Long time Officer Wayne Bailey also left the department this year to pursue a career as a commercial pilot.
- ◆ In April, Wayne Chastain returned from an eighteen month deployment in Afghanistan and resumed his duties with the police department.
- ◆ A new ramp and landing were constructed at the entry of City Hall this year. The ramp complies with the ADA and makes City Hall more accessible to persons with disabilities.
- ◆ The Ford Family Cohort 4 presented a sculpture of a Salt Lick to the City this year. The group had planned the sculpture and raised the funds to create it. The sculpture is on display at Court Plaza.
- ◆ The Baker City Fire Department was extremely busy this summer assisting State and Federal fire crews suppress several large forest fires in the area.
- ◆ During September the Planning Commission considered the installation of two very tall cellular towers within Baker City. The meetings were very well attended by the public and the commission ended up denying the tall towers.
- ◆ The City rolled out a new website this year, check it out at [www.bakercity.com](http://www.bakercity.com)
- ◆ In December the police department (along with other local law enforcement agencies) conducted an emergency drill at Powder River Correctional Institution.

## Continued...

- ◆ After a process stretching over several years the City Council approved an ordinance adopting the Interchange Area Management Plan, and related Development Code and Comprehensive Plan amendments, for I-84 Exits 302 and 306 in December.
- ◆ A City project was completed at the Sam O Swim pool this year. The entire pool was resurfaced and new sand filters were installed this year.
- ◆ Councilor Merrill resigned from his position in 2015, and the City Council appointed Sandy Lewis who had applied for the vacant position. Also in 2015, Councilor Augenfeld resigned from his position, and the Council appointed Dr. Dan Lowe to fill that vacancy.
- ◆ Mike Kee who had filled the position of City Manager since 2010, retired in November. Kee then contracted back with the City until the Council fills the position permanently.
- ◆ Long time Building Official Gary Bood left the City to pursue other interests. Kenneth Hall, who was working for the State of Oregon Building Codes Division, was hired by the City to replace that vacancy.
- ◆ In 2015 Richard and Lynn Langrell prevailed in a lawsuit filed against the City. The City paid the Langrells for double water and sewer they had paid over a ten year period.
- ◆ Joyce McDannel, who was injured during a bicycle race and had filed a lawsuit against the City in 2014, settled with the City's insurance provider based on the injuries that she had received when hit by a bicycle during the race.

THE CITY LOOKS FORWARD TO  
ACCOMPLISHING EVEN MORE IN 2016!

## Human Resources & City Recorder... □ □ □

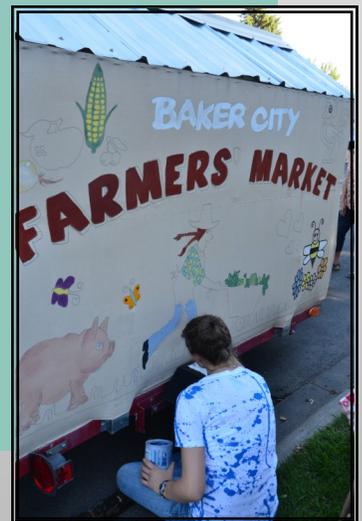
The City Council had two Council members step down during the 2015 calendar year, resulting in two separate recruitment efforts by City staff to fill the vacancy. Sandy Lewis was appointed by a majority vote of City Council in October of 2015. The second vacancy was filled by Dr. Daniel Lowe.

The Human Resource Manager/City Recorder attended two annual conferences in 2015. In March he, along with City Manager Mike Kee and City Councilor Mike Downing, attended the annual CIS conference in Portland Oregon. In August he attended the annual Local Government Personnel Institute (LGPI) conference in Salem. This conference was filled with information to protect employers and employees from lawsuits and make sure that the City complied with all current employment laws.

The Safety and Wellness Committee utilized grant money provided by City County Insurance Services (CIS) to contract with a certified Holistic Health Coach. The health coach provided one hour presentations to employees on a bi-monthly basis throughout the 2015 calendar year. The committee also developed and implemented a walk program to encourage City employees to become more active. We had approximately 20 employees participate regularly throughout the summer. The Human Resource Manager attended

monthly meetings with the Oregon Employment Council (OEC) and the Oregon Employment Department (OED). The meetings were constructive and resulted in the City of Baker City hosting several Bureau of Labor and Industries (BOLI) trainings in the City Hall Council Chambers. This has allowed City staff to receive training in labor and leave laws without having to pay travel expenses. The City of Baker City is fortunate to continue to have low turnover of employees. This means recruitment time and costs are minimal. We are working to help employees to avoid burnout and accidents/incidents associated with lower staffing levels as we continue to provide the best services possible to our citizens. This will be accomplished through the development of a monthly safety program for all City employees and wellness initiatives.

An updated employee handbook was approved by the City Council on November 24, 2015 through Resolution #3761. The handbook included numerous grammatical/formatting corrections as well as updated policies that now comply with changes to state employment law.



Baker City's June 30, 2015 financial statements were presented at the January 12, 2016 Council meeting. The auditors reported a clean opinion with no reportable conditions. City staff continues to evaluate and enhance internal controls to ensure the accuracy and integrity of the City's financial system.

During the fiscal year ending June 30, 2015, Baker City purchased and constructed \$3,496,602 in capital assets (reported on page 13 of the June 30, 2015 financial statements) of this amount \$1,750,000 was financed on a twenty-year note payable to Oregon IFA including interest at 3.55%. **At the close of the most recent fiscal year Baker City's assets exceeded liabilities by \$50,720,912, net position for the City as a whole increased by \$2,722,442.** The City's summary of net position as reported on page 7 of the June 30, 2015 financial statements is reported below:

**City of Baker City  
Summary of Net Position  
June 30, 2015**

	Governmental Activities		Business-type Activities		Total	
	2014-15	2013-14*	2014-15	2013-14*	2014-15	2013-14*
<b>ASSETS</b>						
Current and Other Assets	\$ 6,674,676	\$ 5,274,205	\$ 3,800,110	\$ 3,480,110	\$ 10,475,243	\$ 8,754,315
Capital Assets	19,473,846	19,911,124	25,431,823	23,218,864	44,905,669	43,129,988
Total Assets	\$ 26,148,522	\$ 25,185,329	\$ 29,232,390	\$ 26,698,974	\$ 55,380,912	\$ 51,884,303
<b>LIABILITIES</b>						
Long-Term Liabilities	-	-	1,768,581	-	1,768,581	-
Other Liabilities	539,027	387,706	310,271	831,595	849,298	1,219,301
Total Liabilities	539,027	387,706	2,625,487	831,595	2,617,879	1,219,301
<b>NET POSITION</b>						
Invested in Capital Assets,						
Net of Related Debt	\$ 19,473,846	\$ 19,911,124	\$ 23,534,044	\$ 23,070,435	\$ 43,007,890	\$ 42,981,559
Restricted	1,635,267	1,553,409	-	-	1,635,267	1,553,409
Unrestricted	3,004,896	3,333,090	3,072,859	2,796,944	6,077,755	6,130,034
Total Net Position	\$ 24,114,009	\$ 24,797,623	\$ 26,606,903	\$ 25,867,379	\$ 50,720,912	\$ 50,665,002

\*The 2013-14 comparative information has not been restated for the implementation of GASB 68 & 71 due to lack of available actuarial information.

# Finance Department

The following is a summary of changes in Net Assets as reported on page 8 of the June 30, 2015 financial statements:

**City of Baker City**  
**Summary of Changes in Net Position**  
**June 30, 2015**

	Governmental Activities		Business-type Activities		Total	
	2014-15	2013-14*	2014-15	2013-14*	2014-15	2013-14*
<b>REVENUES</b>						
Program Revenues						
Charges for Services	\$ 975,892	\$ 971,248	\$ 3,734,336	\$ 3,516,641	\$ 4,710,228	\$ 4,487,889
Operating Grants/Contrib.	697,243	784,735	-	-	697,243	784,735
Capital Grants/Contrib.	190,818	2,552,587	300,925	-	491,743	2,552,587
General Revenues:						
Property Taxes	3,051,512	2,966,779	-	-	3,051,512	2,966,779
Franchise Taxes	811,931	830,544	-	-	811,931	830,544
Investment Earnings	32,388	26,037	13,793	17,438	46,181	43,475
SAIF Refunds	26,818	22,940	-	-	26,818	22,940
Unrestricted Grants/Contrib.	251,386	244,493	-	-	251,386	244,493
Rental Income	34,061	28,478	48,527	6,783	82,588	35,261
Miscellaneous	39,097	37,223	80,934	99,815	120,031	137,038
<b>Total Revenues</b>	<b>\$ 6,111,146</b>	<b>\$ 8,465,064</b>	<b>\$ 4,178,515</b>	<b>\$ 3,640,677</b>	<b>\$ 10,289,661</b>	<b>\$ 12,105,741</b>
<b>EXPENSES</b>						
General Government	\$ 386,564	\$ 503,728	\$ -	\$ -	\$ 386,564	\$ 503,728
Public Safety	2,907,137	3,617,186	-	-	2,907,137	3,617,186
Transportation and Streets	1,084,451	1,370,051	-	-	1,084,451	1,370,051
Culture & Recreation	296,386	303,010	-	-	296,386	303,010
Economic Development	33,334	25,626	-	-	33,334	25,626
Cemetery	146,782	130,471	-	-	146,782	130,471
Airport	167,277	177,702	-	-	167,277	177,702
Hydro-Electric Plant	3,031	2,063	-	-	3,031	2,063
Interest on Long-Term Debt	5,720	6,255	-	-	5,720	6,255
Water	-	-	1,572,281	1,713,432	1,572,281	1,713,432
Wastewater	-	-	920,577	1,120,871	920,577	1,120,871
Golf Course	-	-	80,127	44,573	80,127	44,573
Building Department	-	-	222,545	271,728	222,545	271,728
<b>Total Expenses</b>	<b>5,030,682</b>	<b>6,136,092</b>	<b>2,795,530</b>	<b>3,150,604</b>	<b>7,826,212</b>	<b>9,286,696</b>
Operating Transfers	(1,000)	(48,478)	1,000	48,478	-	-
Extraordinary Item - Bequest	-	(96,603)	-	-	-	(96,603)
<b>Change in Net Position</b>	<b>1,079,464</b>	<b>2,183,891</b>	<b>1,383,985</b>	<b>538,551</b>	<b>2,463,449</b>	<b>2,722,442</b>
Net Position—Beginning of Year	24,797,623	22,613,732	25,867,379	25,328,828	50,665,002	47,942,560
Restatement of Beg Net Position	(1,763,078)	-	(644,461)	-	(2,407,539)	-
<b>Net Position—End of Year</b>	<b>\$ 24,797,623</b>	<b>\$ 24,797,623</b>	<b>\$ 26,606,903</b>	<b>\$ 25,867,379</b>	<b>\$ 50,720,912</b>	<b>\$ 50,665,002</b>



As of December 2015, the City had **61** full time employees; **5** part time employees and **20** on-call firefighters for a total 64 full time equivalents excluding the on the call firefighters. As of December 2014 the City had 58 full time employees, 7 part time employees and 15 volunteer firefighters for a total of 62 full time equivalents excluding the on call firefighters.

### *Utilities...*

Baker City currently has 4,151 active utility accounts. Accounts are divided into eight billing zones and are billed bimonthly. The City had 884 customers connect services and 840 customers disconnect services during 2015.

Customers can access forms on the internet to connect or disconnect service, change information, or signup for direct pay, payment arrangements, or property owner agreements at <http://bakercity.com/2176/Permits-Licenses-Forms>

# Finance Department

## Grants...

During the 2015 calendar year the City received the following grant funds:

<u>Donor</u>	<u>Purpose</u>	<u>Revenue Received from Grants 01/01 to 12/31/2015</u>
Oregon Impact Grant	DUII Overtime Enforcement	\$ 800
City County Insurance Services	City Hall Entrance Reconstruction	7,500
Certified Local Government	City Hall Windows/Pass-thru Grant \$6,000 each	12,000
Various	Local Art Purchase	1,000
State of OR Department of Safety Standards & Training	Fire Department Training	2,000
Jobs and Transportation Act	Resort Street Reconstruction	24,323
Business Oregon Infrastructure Finance Authority	Water Facility Plan	40,000
Business Oregon Infrastructure Finance Authority	Watershed Management Plan Update	30,000
Various	Water Fund Donation	69
OR State Parks Recreational Trails Program	Leo Adler Memorial Parkway Expansion	108,240
Solid Waste Orphan Fund	Landfill Monitoring, Methane Gas Venting	4,512
Anonymous	Samo Heating System Replacement	27,000
Oregon Community Foundation	Samo Heating System Replacement	15,000
Leo Adler Foundation	Golf Course Irrigation Plan	12,500
OTEC	Golf Course Irrigation Plan	1,000
Baker City Golf Board	Golf Course Irrigation Plan	1,500
OR Community Trees	Oregon Arbor Day	500
Traffic Safety Project	Car Seats for Low Income Families	997
FAA Grant	Taxiway Apron Design	52,717
Oregon State Police	Drug Recognition Expert Overtime	1,001
Various	K9 Drug Dog Program	11,610
City County Insurance Services	Employee Wellness Program	1,050
State Fire Marshall	Smoke Alarm Installation Program	1,500
Ford Family Foundation Cohort	Salt Lick Sculpture Maintenance	1,000
Various	Park Donations	584
<b>Total</b>		<b>\$ 358,403</b>



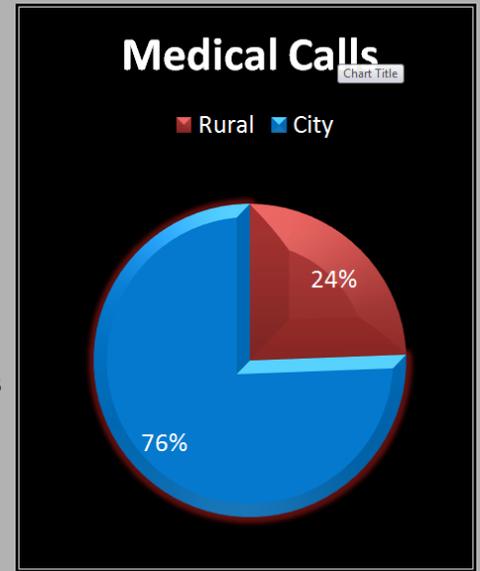
# Fire Department

## Department Reorganization

In June of 2015 reorganization of assignments was implemented with the Assistant Chiefs. This was designed to provide clarification of responsibilities and clearly define the Chain of Command in the department. The following assignments were established:

- Cliff Hall—Assistant Chief of Operations
- Tom Everson—Assistant Chief of Support Services
- Dan Curtis—Assistant Chief of Fire Prevention and Community

**Medical Services...** The Baker City Fire Department covers approximately 1600 square miles containing 14,500 citizens for paramedic services. All career employees are either Oregon certified EMT-Intermediates or EMT-Paramedics.



- Responded to 390 requests for ambulance service outside of the City limits and 1208 requests inside the City for a total of 1598 requests for ambulance service.
- Transported 1165 patients to area hospitals and had 433 responses without a transport.
- Completed 68 transfers to the airport and another 55 transports via ambulance out of town.
- 50 Transfers were requested due to motor vehicle accidents.
- Of the 1598 emergency medical calls, 155 “double calls” occurred simultaneously as well as 10 “triple calls” simultaneously.
- Of 1165 patients transported, approximately 78% required advanced life support care from department paramedics and 22% required only basic life support or were BLS transfers to other facilities. ALS emergencies most frequently responded to expressed as a percentage of ALS responses: Medical Emergencies (includes overdoses, poisonings, seizures, diabetics, etc.) – 44%, Cardiac/Stroke – 21%, Traumatic Injuries – 19% and Respiratory Distress – 16%.
- 165 instances of simultaneous requests (2 or more incidents at one time) for emergency services (medical and fire).



### Additional Services:

**FireMed Membership Program:** FireMed is a community program offered by the Baker City Fire Department to provide high quality emergency ambulance service that is affordable and accessible to everyone. Your membership fees help pay for the training and equipment needed to assure fast, expert paramedic response to every medical emergency.

**Blood Pressure Checks:** You may have your blood pressure checked by the on-duty crew at the community center every Tuesday or stop by the fire station.



# Fire Department

## Fire Services... The Baker

City Fire Department covers approximately 7 square miles and 10,000 citizens for fire protection with 13 firefighters. A typical shift includes an Assistant Chief, one Lieutenant and two Firefighter/Paramedics. The Fire Chief typically works a Monday-Friday schedule. This year the department responded to a total of 1909 emergency alarms. This number represents an increase in total call volume by 11% from 2014.



Fire responses are broken down as follows:

- 22 General Alarms requiring an “all call” of available on and off-duty personnel.
- 34 structure fires exposing property valued at approximately \$6.4 million to risk by fire, with an estimated property loss of \$331,500.
- 58 false alarms.
- 19 grass, natural cover or rubbish fires.

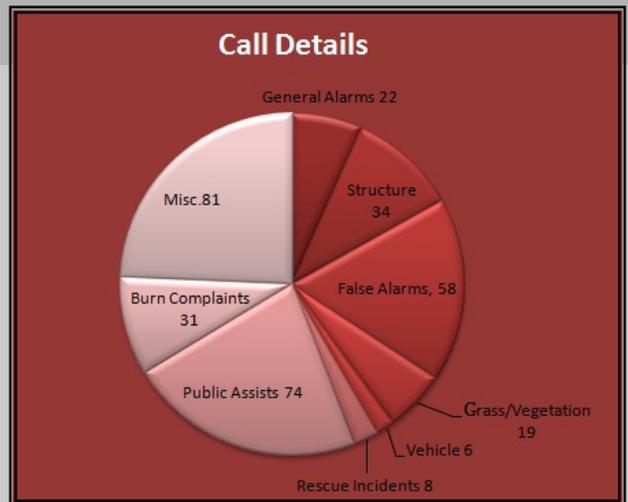
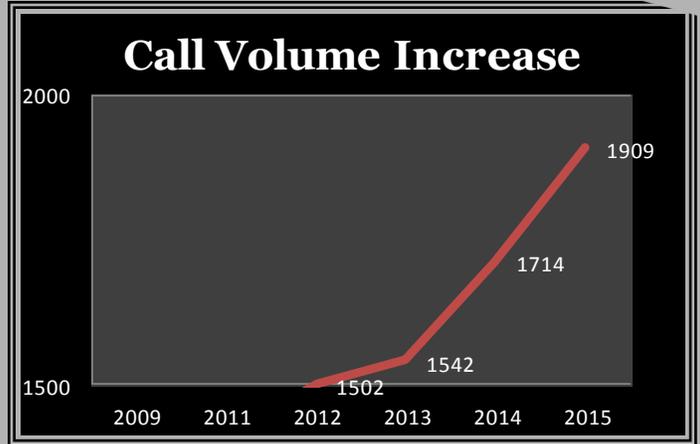
*Baker County experienced catastrophic wildfires in 2015 with more than 155,000 acres burned and numerous structures lost. Baker City Fire Department responded with the Baker County Task Force with apparatus and personnel to the Cornet/Windy Ridge and Dry Gulch Fires.*

- 6 vehicle fires with a total estimated property loss of \$95,000
- 8 rescue incidents.
- 74 public assists
- 81 calls classified as “other” including: smoke investigations, hazardous materials response, hazardous conditions (natural gas leak, power lines down, etc.), public assists and other incidents/fires not further classified above (lightning strikes, etc.).

- 31 residential burn complaint calls

### To reduce the chance of Fire, BCFD:

- Received and installed 200 residential smoke alarms in conjunction with the Oregon State Fire Marshal Smoke Alarm program. These alarms were provided free of charge to the department and subsequently to the residents of Baker City. The department has requested an additional 100 alarms from the State Fire Marshal Office due to the overwhelming response and success of the program.
- Issued 608 residential burn permits
- Participated as members of the Baker County Interagency Fire Prevention Team
- Completed 92 local business fire inspections (1050% increase from 2014 in total inspections completed)
- Assisted the State Fire Marshal by completing inspections of firework stands
- Interagency Prevention Team booth at Miner’s Jubilee
- Brooklyn Elementary presentation for Wildfire Prevention Week
- Interagency Prevention Team booth at Health Fair



# Fire Department

## Training/Maintenance...

The Baker City Fire Department completed 2011 man-hours of training consisting of numerous fire and EMS related topics:

- **Fire** training and significant highlights include: Lexipol subscription, National Incident Management System compliance, Office of State Fire Marshal Company Inspector course, Oregon Fire Instructors Association Conference, Firefighter 1 Academy for new on call firefighters and wild-land fire training for on call personnel, Baker County interagency scavenger hunt for rural fire districts (BCFD managed two of the five stations), safety officer training, District 13 Training Association meeting, engine company evolutions/skills maintenance, records management/Fire Bridge

through the Office of the State Fire Marshal, Incident Command System Command and Control, and incident accountability system.

- **EMS** training and significant highlights include: Oregon Health Authority transition requirements, advanced cardiac life support and recertification, EMS Physician Advisor contract renewed, annual CPR certification and recertification and transition to high performance CPR, EMT basic course through BMCC, annual ambulance and agency licensing completed through Oregon Health Authority, and in cooperation with St. Alphonsus Hospital acquired Hoyer lift to assist personnel with safer lifting of heavier patients.



The Baker City Fire Department completed 2639 man-hours of station and equipment maintenance ensuring the upkeep of our station and that our equipment remains in a response ready condition including:

- Annual Self Contained Breathing Apparatus (SCBA) fit testing for Fire and Public Works personnel
- Annual SCBA breathing air and flow testing completed
- Annual pump and hose testing completed
- Annual ladder testing and certification completed
- Annual radio programming completed
- Annual defibrillator maintenance and certification completed
- Annual air compressor maintenance completed
- Entire fire station exterior repainted in new colors to compliment the neighborhood and structures. This project was accomplished through a cooperative effort with the Oregon Department of Corrections utilizing inmate personnel to assist with the painting process to save costs. With assistance of Public Works equipment, on duty staff was able to complete the project.



## Public Education Community Events...

### **The Baker City Fire Department continues to provide community public education and participate in community events including:**

- Numerous fire department tours and on-site safety/public education presentations for more than 200 children and chaperones;
- Several on-site/public education presentations to area businesses and groups for over 100 adults;
- Brooklyn Elementary presentation on Life in the Fire House;
- Assistance with the Baker School District's 6th grade Outdoor School;
- Hosting BMCC EMT Basic course;
- Hosting 6 CPR/First Aid courses for local businesses;
- Hosting EMT student ride-a-longs;
- Baker Middle School Career Day;
- Head Start Program.

### **Community Services Available:**

**Public Education.** The fire department offers a variety of fire safety classes and/or presentations to local businesses, schools and community groups.

**Smoke Detectors.** The fire department will offer assistance with placement or testing of smoke detectors in the home. For assistance please contact the fire department.

**Fire inspections and pre-fire planning.** The fire department performs pre-fire planning of local occupancies and inspects local businesses and public buildings for fire hazards. Fire hazards may be reported to the fire department by calling (541) 523-3711.

### **Provided additional services to the community including:**

- Participation in Downtown Halloween, Miner's Jubilee parade and downtown Christmas parade;
- Medical coverage for BHS football games, the Oregon Department of Forestry employee pack tests, the Shrine All-Star football game, the Baker Elk's Bronc and Bull Blowout and the Elkhorn Classic Bicycle Race, Cycle Oregon and Haine's 4th of July Rodeo;
- Participation and assistance with community events including the Hell's Canyon Motorcycle Rally, the Elkhorn Classic bike race, Miner's Jubilee, Shriner's Parade, National Night Out, Relay for Life, the Kiwanis Parent Resource Fair, St. Alphonsus Health Fair, Carnegie Art Center Kids Day and the Oregon Cattlemen's Association Fireworks Show;
- Delivering Salvation Army Christmas food baskets.

# Fire Department

## Additional Projects...

### AFG Grant Request

The department has again applied for Federal Assistance to Firefighters Grant funding to purchase new portable and mobile radios for emergency use to be compliant with federal P-25 radio rules. This project would replace aging communications equipment for all of the fire agencies in Baker County and greatly enhance emergency operations.

### Type 6 Fire Engine

Baker City Fire Department, in conjunction with the Medical Springs Fire Department, developed a Memorandum of Understanding that provides Baker City with a Type 6 wild-land fire engine free of charge. This is the first time in the department's long history that we have had such capability. The addition of this engine allows the department to more effectively respond and engage in the wild-land firefighting effort and adds an elevated measure of protection to the community.



### City/County MOU

In July of 2015, a Memorandum of Understanding was created between the City of Baker City and Baker County. This agreement allows for the Emergency Management Fire Division Coordinator, whose office is located in the fire station, to supplement fire department emergency response staffing. The agreement also stipulates the Fire Chief will provide day to day supervision of the EM Fire Division Coordinator and assist with projects as necessary. This relationship serves to enhance the capabilities and efficiency of both organizations and results in the improvement of services to the citizens and our interagency partners.

### Incident Action Plans

During the 2015 calendar year, the Baker City Fire Department developed and implemented Incident Action Plans to more effectively manage the many special events that occur in Baker City. This is the first time in the department's history such plans have been implemented. These plans greatly improve our response capabilities and result in enhanced service levels to our community, visitors, and event participants.

An IAP is essentially a pre plan for events outlining elements such as:

- Designated command staff
- Pre determined emergency resources
- Emergency medical transport options – ground / air
- Hospital locations and availability
- Event contact information
- Special details pertinent to responders

# Building Department

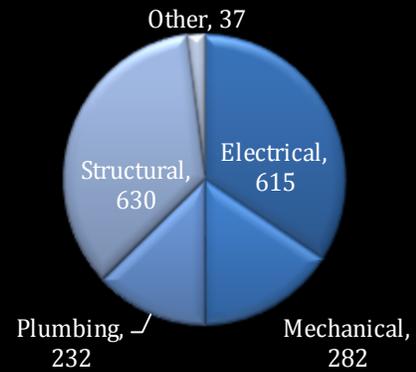
## City & County Inspections...

The Building Department is operating with a full-time multi-certified Building Official, Ken Hall and a part-time Permit Technician, 32 hours per week, Monday through Friday.

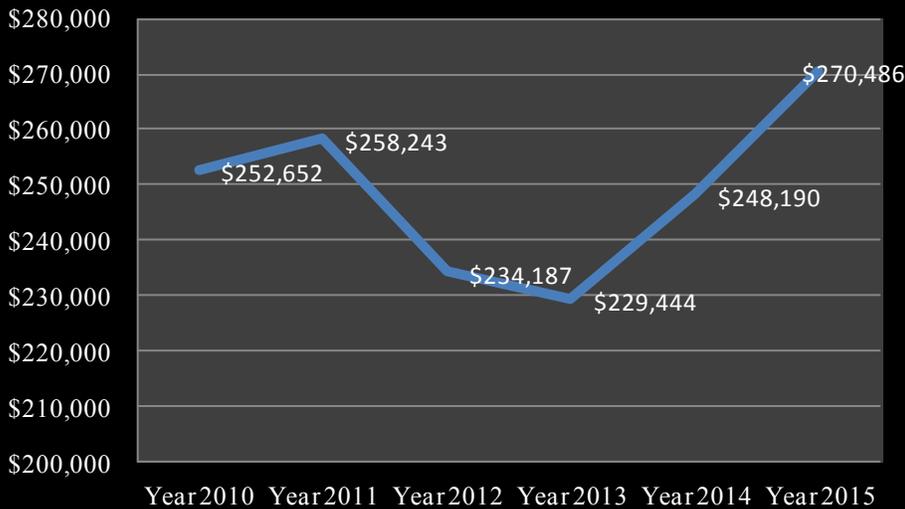
Rick Newman was contracted by the City to perform electrical inspections and commercial plan review. Rick Newman, along with Tim Jaensch also provide emergency inspection services in the absence of the Building Official.

After approval from the Planning Department, both residential and commercial plan reviews have all been completed within the required time periods as established by the Oregon State Building Codes (residential 10 days, commercial 3 weeks). Building department inspections for both the City and the County have been maintained to be within the required 48 hour period.

## Inspections Performed



## Permit Revenue



The revenue received from building permit sales increased again in 2015, surpassing the previous high from 2011.

We look forward to this continued rise in building activity.



## Plan Review...

The Baker City Planning Department provides daily services for property owners who are thinking of building new structures, dividing property or moving property lines, changing the use of a property, starting, moving or expanding a business, installing a sign and more.

The Planning Department is also tasked with the ongoing administration and revision of the Comprehensive Plan, which outlines the long term planning vision for the City, and the Development Code, which outlines the current policies for development.

Highlights of the 2015 planning year include the successful completion and adoption of two multi-year, long-range planning projects:

The first update to the **Baker City Development Code** (BCDC) since 2009, and

The completion of an **Interchange Area Management Plan** (IAMP) for I-84 exits 302 and 306.

In addition, the Planning Department completed reviews and decisions on **96** projects, presented matters for **8** public hearings before the City Council and **12** public hearings before the Planning Commission, conducted **6** workshops, open houses and/or work sessions, and hosted **6** pre-application meetings for more applications and projects with a higher level of complexity.

The Planning Department also had the honor of hosting a **Planner's Network Meeting** in Baker City, which provided training opportunities for approximately **80** Planners and Planning Commissioners from across Northeast Oregon.

Our staff continually works hard to provide both service and solutions to members of the community. We look forward to another accomplished year of service in 2016.

**Holly Kerns**  
*Planning Director*

## INTERCHANGE AREA MANAGEMENT PLAN

The Interchange Area Management Plan was created to keep traffic around the interchanges flowing safely and efficiently, even as properties in the area may develop. Work on the IAMP included:

- Mailed notices to over 250 residents
- 3 public workshops
- 2 Planning Commission hearings and
- 3 City Council hearings.

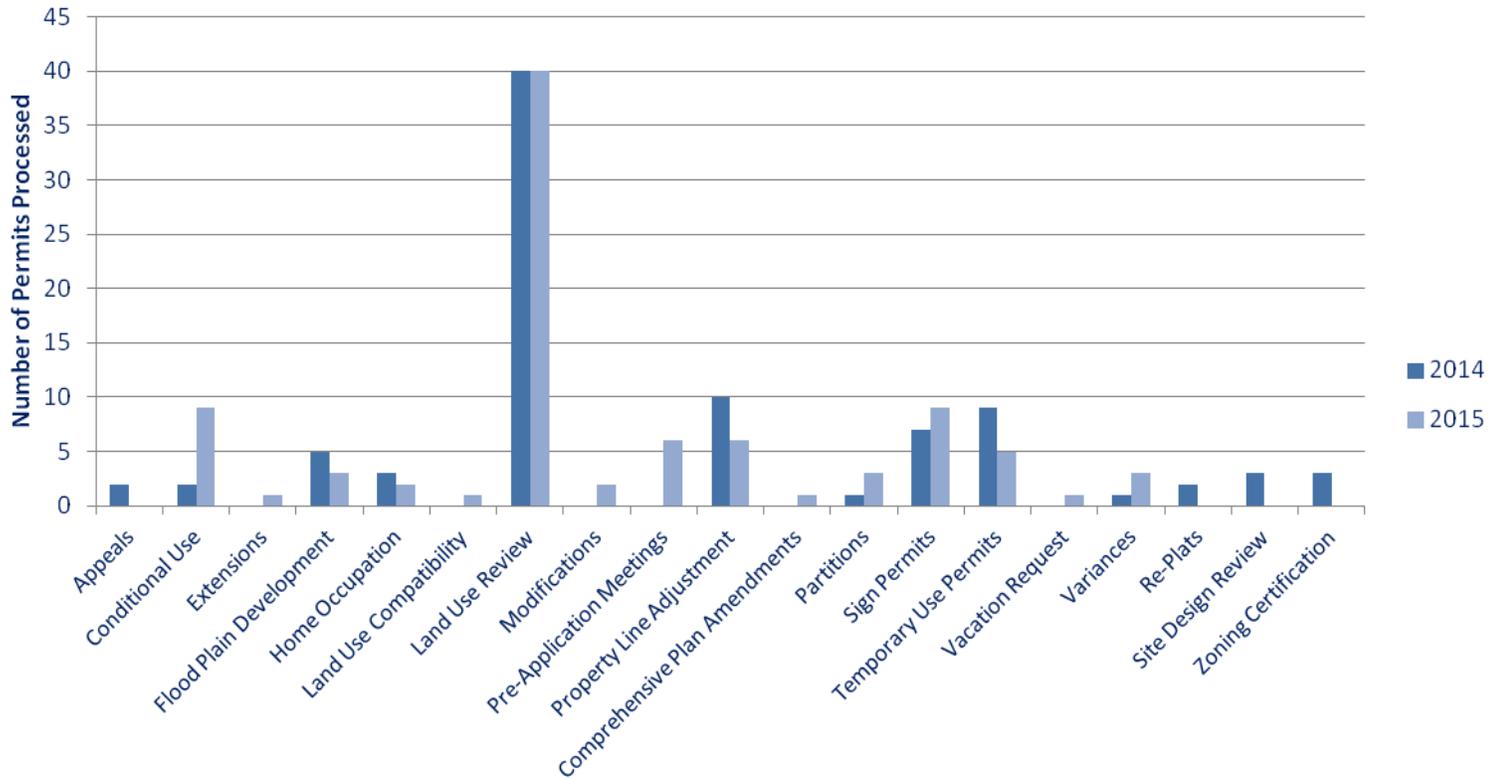
The completed plan was also adopted by Baker County, in an effort to provide a seamless set of policies for Baker City, the Urban Growth Boundary, and unincorporated Baker County and to protect traffic flow needs for everyone.

### **Major Projects:**

- Interchange Area Management Plan
- Baker City Development Code updates
- Multiple cell tower placements (CUPs)
- Bandstand permitting (CUP)
- Baker Co./OR Military land-swap for Armory Elkhorn Industrial Park (CUP Modification)
- Street Vacation for a portion of E Street
- Tesla Charging Station Install – Sunridge Inn



## 2015 Services Provided



Updates to the Development Code were initiated in 2012, though they were interrupted a number of times for other pressing projects. This year, both the Planning Department and the Planning Commission prioritized this project's completion to provide a clear, consistent and current set of policies for the citizens of Baker City. In total, department staff:

- Mailed a total of **3,619** notices to every landowner within the City and the Urban Growth Boundary
- Circulated update-related information via the Baker City Weekly Newsletter, reaching **+450** subscribers in 3 months
- Posted over **25** flyers to community groups and public announcement boards
- Held **1** public open house
- Sent **4** press releases to local media outlets in order to garner public interest and input
- Provided information and answered questions for approximately **75** people by phone or at the counter
- Created an interactive webpage detailing all proposed BCDC updates, which received nearly **6,500** views
- Hosted **2** public hearings before the Planning Commission and **3** public hearings before City Council prior to adoption
- Notified the Department of Conservation and Land Development (DLCD) about all proposed updates and adoption. DLCD approved the amendments in August.

# Planning Department

## Trainings...

- Training in legal land use issues
- Hosted the first meeting for city and county planners, planning commissioners and council members within Baker County to discuss challenges in land use planning for our area, potential solutions, ideas for efficiencies and cost savings, and opportunities for joint training.
- Hosted the first regional Planner's Network Meeting in over 5 years, providing training opportunities for 80 Planners and Planning Commissioners from across Northeast Oregon. Training topics included floodplain development, The National Flood Insurance Program, planning program updates and economic development. Long-time Baker City Planning Commission Chairman Alan Blair was part of a panel that offered real-world situations and ideas as training for Planning Commissioners.

**8** PUBLIC HEARINGS  
presented before  
**CITY COUNCIL**

**12** PUBLIC HEARINGS  
presented before the  
**BAKER CITY PLANNING  
COMMISSION**

**2**  
**TYPE IV PERMITS**  
*(legislative matters which require the creation or revision of large-scale public policy)*

**76**  
**TYPE I PERMITS**  
*(reviews and permits approved by staff which do not require public notifications or a public hearing)*

**3**  
**TYPE II PERMITS**  
*(reviews and permits which do require public notification and are approved by staff)*

**15**  
**TYPE III PERMITS**  
*(reviews and permits which require both public notifications and a public hearing)*

## Involved in:

- ◆ Portland State University's population forecasting for Northeastern Oregon
- ◆ Northeast Oregon Bicycle Tourism Studio
- ◆ 10th St Business Owner meetings, generating ideas on how to improve the area
- ◆ A panel at the Northeast Oregon Mining Summit

## Accomplishments:

- ◆ New planning commissioner training
- ◆ Streamlining frequently used application forms
- ◆ Website updates, including streamlined information, improved readability and navigability, the addition of common land use questions and several help sheets.

## Working Together Works...

Throughout the year of 2015 many successful projects were completed by the Public Works Department, improving livability in Baker City.

One significant Public Works project was chip-sealing 75,627 square yards of city streets. This process extends the life of a street by restoring vital asphalt pavement components that are lost through the aging and oxidation process and moisture is unable to penetrate below the asphalt.



The Auburn Avenue waterline project replaced 1,105 feet of 6" cast iron waterline with a 16" ductile iron waterline. Public Works crew laid the new waterline between 4th & 7th Street on Auburn Avenue.



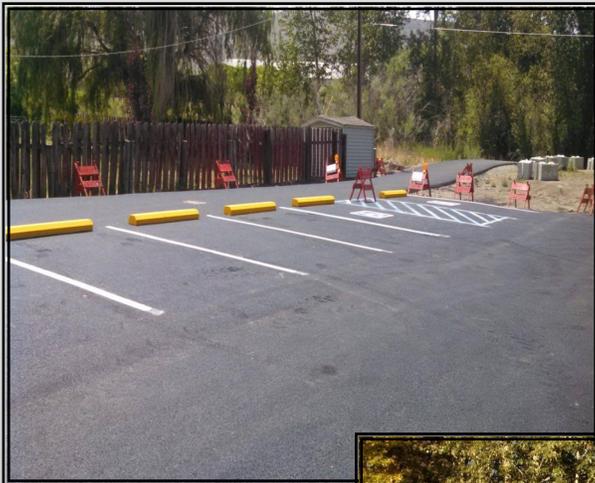
*The Public Works Department continues to find ways to be more efficient and effective at delivering goods and services to the public we serve.  
We are looking forward to a great 2016!*

## Public Works Department

The Powder River Pavilion “Bandstand” Project was completed at Geiser Pollman Park with the cooperative effort of citizens through a Public/Private partnership. A great example of “Working Together”.



*The Pavilion Dedication Event on September 6th had a good showing of public support to celebrate the new venue for music in the park.*



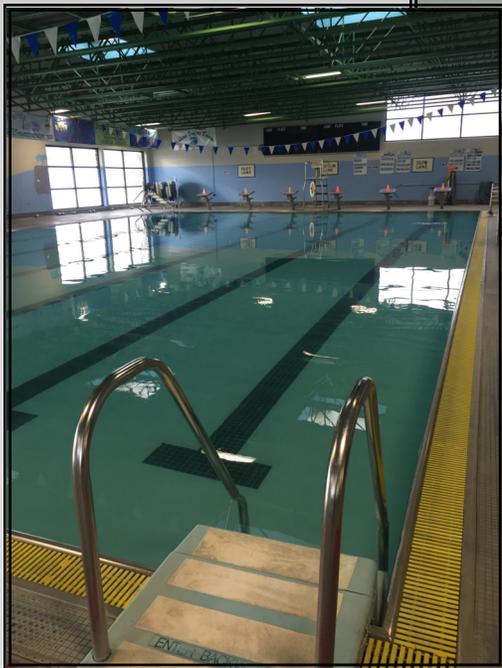
The Public Works Parks Department also realized an extension of the Leo Adler Memorial Parkway Pathway with a trailhead adjacent Wade Williams ballpark, resulting in an improved pathway for Baker City/County residents and visitors to enjoy.



A fitness zone was created along the pathway near Kirkway & H Streets in partnership with the Lion’s Club and other Community sponsors.

## Public Works Department

Sam-O-Swim Center received a resurfacing of both pools and new sand filters were installed. Lane tiles were added to the lap pool for ease of future maintenance.



- ◆ A Water Facility Master Plan is being developed in conjunction with Murray, Smith & Associates, Inc. to help guide and assist the City in decisions about future water system improvements.
- ◆ Beginning stages of a Geographic Information System (GIS) for the City is underway.
- ◆ All Public Works staff maintained their appropriate certifications for drinking water treatment and distribution, wastewater collection and treatment, Commercial Drivers License, Professional Land Surveyor, Certified Water Rights Examiner and Professional Engineer.
- ◆ The department was awarded grants for improvements at Sam-O-Swim Center, Baker Municipal Airport, Quail Ridge Golf Course, and development of the Water Facility Plan Update. The Department was also awarded a Historic Cemetery grant.

## **Other Interesting Facts...**

### **WATER:**

960,526,000 gallons of water was delivered to consumers.  
Nearly 100 MG (million gallons) of water was injected in the Aquifer.  
72 meters were replaced.

### **WATERSHED:**

135 watershed entry permits were issued for the 2015 hunting seasons.  
2 aerial inspections were made during the summer months.

### **WASTEWATER:**

376.5 MG of inflow was received at the Wastewater Treatment Plant.  
140,891 feet of wastewater main lines were jetted (cleaned).  
42,168 feet of wastewater main lines were video inspected.  
5,189 feet of CIPP (Cured In Place Pipe) lining was installed.

### **STREETS:**

188 street signs were replaced, repaired or added to the system.  
159 street lights were repaired (lamps/photo cells replaced).  
11,207 street blocks were swept.

### **STORMWATER:**

589 catch basins were cleaned.  
1,635 feet of storm lines were cleaned or video-inspected.

### **CEMETERY:**

768 grave locates were performed.

### **PARKS:**

134 reservations were made at our City parks including 5 large events.

### **TECHNICAL SERVICES:**

827 utility locates were performed.  
24 sidewalk grants were issued.

### **SAM-O-SWIM**

Resurfacing of the pools was completed and new sand filters installed.

### **EQUIPMENT**

744 vehicle/equipment repairs were completed.  
101 routine maintenance services were completed.

# Police Department

## From the Chief of Police



As the Chief of Police, it is my pleasure to introduce you to the 2015 Annual Report for the Baker City Police Department. The fourteen men and four women, who make up our paid staff, are dedicated professionals who are driven to seeking excellence in their service to our community. We hope that you find this report informative and that it will give you an insight into the service we provide to our community.

The Baker City Police Department (BCPD) is the only law enforcement agency within the 3088 square miles of Baker County to have 24 hour per day staffing, every day of the year. Our primary commitment to our community is to have patrol staff available to respond to the needs of our citizens at any time of the day or night.

This past year we dedicated considerable overtime hours to narcotics enforcement. We saw our Reserve Program grow to nine members and our Citizen on Patrol Program begin to be utilized throughout our community.

Our enhanced efforts to improve livability through code enforcement efforts have proven to be challenging, but rewarding on many occasions. Our code enforcement officer is easily the busiest employee working for the citizens of Baker City.

This coming year two of our top goals will be to continue focusing strong efforts on drug-related crimes and to continue addressing the various livability issues with code enforcement. We have been grateful of our supportive community throughout 2015 and are hopeful that 2016 will be another great year for our department and the community we serve.



## Crime Rates and Police Statistics...

**Crime rates for the most part** are cyclical and will vary based on numerous factors which relate to demographic and economic factors, but also, the criminal justice systems as a whole. Any breakdown in this system can have a startling impact on the type of crimes a particular community might encounter. An additional factor in small communities with low crime rates, such as Baker City, is “spree crimes”. One individual or group, participating in a criminal spree such as multiple burglaries committed in private homes or businesses, can greatly affect the statistics.

**Notable statistics for 2015** reflect the following increases and/or decreases when compared with 2014:

**27% increase** in overall citations were written in 2015. Citations issued for non-traffic offenses **increased 65%** for this time period. Citations issued for moving violations **saw a slight decrease of 2%** while citations issued for parking violations more than doubled, with **166 parking citations** issued in 2014 compared to **438** issued in 2015.

Overall arrests reflected a small increase, approximately **6%** during the past year. Within this statistic, it was noted that certain drug-related arrests also increased during the previous year, most notably arrests for possession of methamphetamine, increasing from **7 arrests in 2014 to 63 arrests in 2015**.

Traffic related arrests **decreased by 10%**, while traffic related warnings remained virtually unchanged for 2015 when compared with 2014 statistics.

**5% decrease** in motor vehicle accidents, not including hit and run. Within this statistic, overall hit and run incidents reported experienced a **26% increase**.



BCPD personnel and COP volunteers, in partnership with ODOT and Community Connections, conducted a **Bicycle Rodeo** at Brooklyn Elementary. Approximately 300 children learned about bicycle and pedestrian safety and participated in activities.

# Police Department

## Highlights...

### Eastern Oregon Academy

**BCPD currently has 9 active reserve officers** including Reserve Commander Boyd. Four reserves will attend the 2016 Eastern Oregon Reserve Academy. This complement of Reserves brings the department very close to the maximum authorized Reserve Program strength of ten members. Reserve Officers supplement the work of full time Officers and on some occasions, substitute, at no cost, for full time Officers saving the City a substantial amount in personnel costs. Collectively the Reserves donated 1,591 hours of service during 2015.

### K9 Program

**Officer Rand Weaver** continued as the handler assigned to our department's drug detection canine **Turbo**. Turbo, after 8 years of service, retired when changes in legislation, making marijuana legal, required a new approach. Enough funding was raised to purchase a new drug detecting canine, but one that would not alert to the presence of marijuana. **K9 Handler/Officer Coleton Smith** is now partnered with **Capa** the department's new drug-sniffing K9.

### Hearings Officer

Changes to Chapter 90.15 of the City of Baker City Charter and Code of Ordinances led to the introduction and adoption of Ordinance 3327 governing Dangerous and Vicious Dogs within the city limits. As per this ordinance, **Paula Sawyer continues to serve as Hearings Officer**, specifically addressing cases involving potentially dangerous and/or vicious dogs. In 2015, Ms. Sawyer heard 12 potentially dangerous dog cases and one problem pet owner case.

### Citizen on Patrol

Our **Citizen on Patrol Program remained strong with seven active volunteers** that assisted during National Night Out, downtown Trick-or-Treat, Christmas Parade and a children's bike rodeo. COPs collected emergency contact information for downtown businesses, assisted with elder checks, provided front desk support and cataloging help in the evidence room.

### Staffing Changes

2015 brought about many changes within the department, including changes in the command structure. **Lt. McCormick** retired and accepted a position as the Chief of Police in Scotland, South Dakota. **Wayne Chastain** returned from his deployment in Afghanistan and has since been promoted to Sergeant. **Dustin Newman**, previously a Sergeant, once again advanced in his position to fill the recently vacated lieutenant's position. **Officer Lance Woodward** was hired as the redeployed School Resource Officer. This position, previously absent due to budgetary concerns, was made possible due to federal grant funding and support from the local school district. **Recruit Officer Chris Sells**, hired in the fall, is completing academy training.

### Grants Received

**\$1,000 from Oregon Department of Transportation (ODOT) Traffic Safety project** – used to purchase child safety seats for children of low-income families.  
**Funds to purchase youth-sized bicycle helmets** -courtesy of Rotary and other community sponsors. Helmets were given throughout the year, during the Bike Rodeo, and at Head Start.  
**\$4,982.63 from U.S. Department of Justice, Office of Justice Programs, Bulletproof Vest Partnership**—provides funding to pay a portion of replacement ballistic vests or body armor for patrol officers.  
**\$125,000 from Office of Community Oriented Policing Services (COPS) Grant** -funds the newly redeployed full-time School Resource Officer (SRO), Lance Woodward in Baker schools. The grant required a significant match that has been funded by the school district and the city.

### Northeastern Oregon Regional SWAT

The **Northeast Oregon Regional SWAT Team** is comprised of members from the Baker City Police Department, Baker City Fire Department, Baker County Sheriff's Office, Baker County Consolidated Dispatch, La Grande Police Department and the Union County Sheriff's Office. The Baker City Police Department currently has three members that serve on the tactical team and one member that serves on the CNT or Crisis Negotiation Team. The SWAT team was deployed during four separate incidents during 2015. These incidents consisted of three barricaded subjects and one manhunt of a wanted suspect.

# Police Department

## Community Events & Training...

### COMMUNITY EVENTS

Some of the community events and functions our staff assisted with were:

- BCPD personnel and COP volunteers, in partnership with ODOT and Community Connections, conducted a [Bicycle Rodeo](#) at Brooklyn Elementary. Approximately 300 children learned about bicycle and pedestrian safety.
- BCPD provided traffic control for the [Baker City Cycling Classic](#).
- BCPD officers and reserves provided extra staffing to assist with safety concerns during the [2015 Hell's Canyon Rally](#).
- Several BCPD officers assisted with security and traffic control during the [2015 Miner's Jubilee Celebration](#) and the [Bull and Broncs Beer Garden](#).
- BCPD personnel assisted with traffic control at the [2015 Shrine Parade](#) and with security at the [2015 Shrine football game](#).
- BCPD personnel participated in the [2015 National Night Out](#) celebration held at Geiser Pollman Park with Chief Wyn Lohner acting as the event's MC.
- BCPD personnel, in conjunction with members of [Safe Kids Northeast Oregon](#), conducted a [Car Seat Clinic](#) at Head Start.
- BCPD reserve personnel and COP volunteers conducted foot patrols during the downtown [Trick-or-Treat](#) and assisted with traffic control during the [Twilight Parade](#).
- BCPD personnel, in conjunction with [ODOT](#), provided proper fit of donated helmets to all children attending [Head Start](#).
- BCPD hosted, in partnership with the [Salvation Army](#), an [Angel Tree](#) and two [donation food barrels](#) to benefit the less fortunate in our community. This year a record of non-perishable food was collected and 24 Angel Tree Tags were filled.

### TRAINING

A variety of officer safety, OSHA, and policy trainings are required each year which is in addition to the special trainings listed below:

- ❖ Chief Lohner participated in and audited a Suicide Intervention training.
- ❖ Officer Shannon Regan attended the Oregon State Medical Examiners Office, Oregon Certified Medicolegal Death Investigator Training Program.
- ❖ Officer Coleton Smith completed the Southern Coast K9 Handler's Course with the department's new K9 Capa. This two-week training took place in New Smyrna Beach, Florida.
- ❖ Lieutenant Dustin Newman and Officer Daniel Pelayo attended a Drug Recognition Expert seminar, which is required to maintain their certifications and better enable them to evaluate impaired drivers.
- ❖ Officer Rand Weaver attended *The Reid Technique of Investigative Interviewing and Advanced Interrogation Techniques* training in Boise, Idaho.
- ❖ Sergeant Mike Regan attended the AR-15/M-16 Armorer Course that has certified him to perform inspections on the department's patrol rifles.
- ❖ Detective Bass attended the 17th annual *Child Abuse and Family Violence Summit* in Clackamas.
- ❖ Administrative Assistant Phoebe Wachtel, as a member of the Safety Committee, attended the Oregon Governor's Occupational Safety and Health Conference in Portland.
- ❖ Lieutenant Newman attended the Property Room Management training seminar delivered by the International Association for Property and Evidence.
- ❖ Twelve members of BCPD attended *Emotional Survival for Law Enforcement* presented by Dr. Kevin Gilmartin, a retired police officer, who is nationally recognized for this presentation regarding the emotional and health hazards of a law enforcement career.
- ❖ BCPD personnel, in conjunction with the Powder River Correctional Institution conducted an "Active Shooter" drill within the prison, utilizing multiple law enforcement agencies.
- ❖ Sergeant Mike Regan attended SWAT/Sniper Supervisor Course sponsored by the Marion County Sheriff's Office. Sergeant Regan is an active member of the Northeast Oregon SWAT team.
- ❖ Chief Lohner participated in a seminar provided by Oregon Emergency Management, where issues surrounding a major earthquake off the Oregon Coast were discussed.
- ❖ Lieutenant Newman and Officer Pelayo attended a drug investigation school. This two-week course took place in Boise.

## Code Enforcement...

*The mission of code enforcement is to promote community awareness and facilitate voluntary compliance with Baker City Municipal Codes to enhance the quality of life and foster civic pride.*

### PROPERTY MAINTENANCE

**Crime prevention specialists know that property neglect** sends a negative message which perpetuates further decay, lowers property values, and attracts the criminal element. Intervention through partnerships within the community, local law enforcement and fire safety officers, is a golden opportunity to build long-term relationships while educating residents, ensuring property code compliance, and helping individuals in need of assistance. We feel this is especially true today and this is reflected in our vision for code enforcement which is to optimize all available resources in order to foster positive relationships with Baker City's community residents and local businesses.

Citations issued involving property maintenance or nuisance affecting the public doubled over the previous calendar year.

### Code Enforcement Priorities for 2015

- ◆ Dispatched calls for service.
- ◆ Address dangerous dogs cases and/or concerns.
- ◆ Actively work property maintenance cases in high traffic and areas of known criminal activity within the city.

Other areas of focus:

- ◆ Continue to follow up on older and/or chronic property maintenance cases.
- ◆ Proactively address high visibility property maintenance cases.
- ◆ Complete second-hand store compliance checks.
- ◆ Proactively address bicycles/skateboards on Main Street and 1st Street where they are prohibited

### ANIMAL CONTROL

**50 Dog at Large citations** were issued, a 30% decrease from 2014.

**10 Allowing a Dog to be a Nuisance (barking) citations** were issued.

**49 No Dog License citations** were issued, a 88% increase from 2014.

**39 Other Animal Violations** were issued.

**741 dogs** were licensed thru the 2015 calendar year. At the end of 2015, **103 dogs** were licensed thru 2016 and **98 dogs** were licensed thru 2017. Purchase of multi-year licenses has steadily increased since this option was introduced three years ago.

**14 livestock permits and 8 kennel permits** were issued. Of the eight kennel permits issued, two were issued to households with more than 4 cats, with the remaining kennel permits being issued to households with more than 4 dogs. Kennel permits are required for any residence with more than 4 cats **OR** dogs.

### WEED ABATEMENT

**132 weed abatement complaints** were addressed during 2015. The majority of these complaints came into compliance upon receipt of written notification from BCPD. Of the remaining non-compliant complaints, three were hired out to local contractors by Baker City at the expense of the property owner and eleven citations were issued or failure to comply.

# Police Department

## Statistics...at a glance.

A full review of our department statistics can be found online. With regard to these numbers and anything else related to your police department, please never hesitate to contact us with your questions.



### OVERVIEW

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVERAGE	TOTAL
<b>INCIDENTS SERVED</b>	800 8%	793 8%	849 8%	914 9%	819 8%	1035 10%	1102 10%	1034 10%	998 9%	759 7%	734 7%	730 7%	881	10567
<b>REPORTS WRITTEN</b>	139 7%	123 7%	121 6%	179 10%	185 10%	185 10%	181 10%	190 10%	176 9%	128 7%	128 7%	136 7%	156	1871
<b>ARRESTS*</b>	70 8%	58 6%	51 5%	66 7%	91 10%	100 11%	122 13%	93 10%	89 10%	84 9%	46 5%	62 7%	78	932
<b>CITATIONS (all violations)*</b>	113 8%	85 6%	96 7%	150 11%	71 5%	125 9%	187 14%	137 10%	154 11%	80 6%	59 4%	112 8%	114	1369
<b>WARNINGS (all warnings)*</b>	163 9%	166 10%	162 9%	144 8%	101 6%	149 9%	224 13%	149 9%	176 10%	107 6%	65 4%	123 7%	144	1729

\*numbers represent charges not individual people

# Historic Baker City



