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TO: City Council
FROM: Sam Anselm, City Manager
DATE: February 27, 2015
RE: Weekly Report

Good afternoon, everyone.

Key Meetings

- On Monday I met with Clifford Wert and Sharon Beshore to discuss their progress on the **plans and specifications for Memorial Hall**, and pursuant to the request made by Council, we have been looking into ways we can possibly partner with C2C in their efforts. That research continues, and as we near completion of our review of the CDBG-DR projects, we will have a better idea about the various funding options and participation levels of the city for you to consider.
- Later that afternoon, Director Heatherly, AtCM Kelly, and I visited with staff and toured the Modine Manufacturing facility.
- Finally, on Monday afternoon staff met with representatives from the possible **South Main Street TIF** to go over some requests for information that we had pertaining to the project. We're following the normal process, and will provide you with the necessary information when we reach that stage.
- On Tuesday we had our **annual employee health fair**. Over 110 covered employees and/or spouses attended, with 94 having bloodwork done. This year's attendance was up slightly, compared to 100-ish employees with 85 having their blood drawn last year.
- On Tuesday afternoon I had two media interviews, one with KOAM/Fox regarding downtown parking, and one with Debby Woodin concerning the recovery TIF. I am not sure when Debby's story will appear, but Director Haase and PIO Onstot were in attendance as well during the interview with the Globe.
- I also spoke with Jimmer Pinjuv regarding his request for a sewer line extension out to his property. I confirmed with our planning director that unless there's a specific project tied to the work, we cannot use CDBG dollars to build infrastructure on private property if there is no job creation potential attached to it. And we do not have any other funding sources available to us at this time to extend the infrastructure. Mr. Pinjuv and I discussed a few other options which I am exploring.
- Earlier this morning I attended the building board of appeals meeting to hear the board address the case of the Burt building on 20th Street. They have given him a 30-day extension to allow him to make additional progress.

- After the building board meeting, I attended the unveiling of the first new way-finder sign that was installed in front of Books-A-Million. The signage looks great and I feel comfortable speaking for Director Tuttle when I say we are glad the project is behind us. Sign installations will continue over the next couple of weeks, weather permitting.
- This afternoon I met with the new executive director of DJA, Callie Hudson. We discussed several items, including their ongoing **survey regarding downtown parking**. They've received about 500 responses so far (600 responses is statistically what we need to have for a good measure of the public's opinion on any topic), so they are extending the survey for one more week. Otherwise it was a very productive meeting, and we decided to have a standing meeting every two weeks moving forward.

Miscellaneous

- Given the unfortunate news out of the state auditor's office, we have not reached out to them to learn how Mr. Schweich's death would impact our audit. They wrapped up the field work this week, and one of the auditors is being assigned to do an audit of our municipal courts (they try to audit court systems every few years, at their cost, and we are next on their list) after she finishes with ours. They anticipate starting the **courts audit the week of March 9th**, so we will keep you posted on that project as well. I suspect around the end of March is when we'll get the draft of their report, which they would present to you in closed session. But please do not hold me to that timeline. Things could change.
- Earlier this week I received a letter from Freeman expressing their interest in **hosting the Christmas parade** again this year. We are not required to bid this service out on an annual basis, so I would like to get your thoughts on letting Freeman host again this year, or whether we should open it up to other groups. From a staff perspective, the logistics worked well and we would feel comfortable letting Freeman sponsor it again this year. This is merely a heads-up at this point.
- We were contacted about our interest in selling a buildable lot that we own for a retail business, and we have determined that we don't have a need for the property, so we will be moving forward with the process of declaring it as surplus property. Because it is a buildable lot, we need to go through P&Z first.

In the Pipeline

- We will be having a **state-wide tornado drill** next week, where all departments will be participating. It is tentatively scheduled for Tuesday, but with the possibility of inclement weather it may be pushed back to Thursday. Director Allgood has done a fantastic job of assembling an Emergency Response Team for each of our buildings, with employees to serve as captains for each floor to ensure that the buildings are emptied in the event of an actual emergency. This will be our first trial drill using the ERT concept.

Given the information I provided to you yesterday regarding the CDBG-DR review, as well as the TIF and disaster summary, this report is rather short. But if you have any questions about these items please let me know.

We have a relatively light agenda Monday night, so I'll see you then.

Have a great weekend.