



City Manager's Office
602 S. Main Street
Joplin, Missouri 64801
(417) 624-0820 Ext. 205
(417) 625-4707 (Fax)

TO: City Council
FROM: Sam Anselm, City Manager
DATE: April 10, 2015
RE: Weekly Report

Good afternoon, everyone. This week's update is provided below.

Key Meetings

- On Tuesday I met with a group that is part of the mentoring program at the JACC. Gary Duncan brought his team to city hall to get my perspective on a few things as a manager of the organization, and to hear what's been happening around city hall lately.
- Later that afternoon, Director Bolander and I met with the president of the Tri-State Area Contractor's Association and a few of their board members to talk about ways they can get more involved in earning local projects that we put out for bid. We also gave them an update on the CDBG-DR capital planning process. As we explained to them, federal regulations prohibit us from only using local contractors – they would have to bid right alongside anyone else who was interested in the –DR projects in order to be awarded the project. We do have a local preference in our purchasing policies and procedures for non-federally funded projects.
- To round out Tuesday, Director Bolander and I met with Callie Hudson, executive director of the Downtown Joplin Alliance, to continue the discussion about downtown parking. Callie provided us with the parking survey results, which we are reviewing now, but the next step will likely be a brown-bag type of meeting to hear additional input from stakeholders.
- Earlier this afternoon I met again with Callie to get an update on things going on downtown. Third Thursday will be next week during our council work session, so please plan accordingly. It's usually difficult getting out of the parking lot behind City Hall when the event is going on, let alone trying to get into it. So please be careful.

Miscellaneous

- I spent this morning working on a draft policy and procedures for the disposal of surplus property. We do not have a formal process in place, so I am circulating a draft to finance, legal, and subsequently to other department heads, for review and comment before we present it to the council as a whole. As the audit winds down we will begin addressing several of these processes and procedures to make them as efficient and effective as we

can for both staff and the public. We have a long “to do” list in this regard, but I wanted to let you know that we are beginning to chip away at the list.

- Speaking of the audit, I had a conversation earlier today with Pam Tillery to get an update on the timeline for our audit presentation. They are working on the final section of their report and Pam hopes within the next week or two to meet with Director Haase, Attorney Edwards, and me to review the initial findings. The closed session meeting with council could take place in early May, with the final report ready for release to the public in June or July. Pam did tell me, however, that this timeline may be adjusted depending on what happens with the vacant state auditor position. If there are any deviations from this timeline I will let you know.
- As an FYI, staff has prepared the bid package for the sale of the JRC-owned properties at 26th and Main as well as 24th & Jackson. The ad was scheduled to appear in the paper today, with responses due back to the city on June 8th.
- We are also getting closer to releasing the RFP for the senior housing project. I am hopeful that a final draft will be circulated among staff next week for review prior to putting it out. But my target date for having it out to the public is the end of this month.

In the Pipeline

- Next month marks six months since I assumed the city manager position on a permanent basis. As per my previous request, I would still like to meet with the council during closed session after one of our regular meetings to discuss my performance as well as any goals or objectives you may have for me. The timetable for the closed session meeting may need to be adjusted to accommodate for the presentation of the audit findings, which I consider to be of greater importance at this time, so I am fine with placing my review on the backburner if necessary.

Please let me know if you have any questions about these items.

Have a great weekend!