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TO: City Council

FROM: Sam Anselm, Interim City Manager

DATE: 3/28/2014

RE: Weekly Report

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### Meetings

- On Monday I attended the monthly Chamber board meeting along with Councilman Scarce. One of the topics for discussion was a **joint retreat/meeting with the school district, chamber board and city council**. This idea had been presented during the chamber board's annual retreat, but I wanted to wait until we were further along in the process of our search for a city manager to discuss the idea with you. I envision a one-day session with all three groups listed above, and a break-out meeting the day after with just city council and staff to focus on the city's priorities. June may be a good time to consider this, if you're willing. *If you would like to begin thinking about it now, I will follow up at a later time to get some direction from you on a future date for the retreat.*
- On Tuesday we had our regularly-scheduled department head meeting. The police department's [2013 annual report is available online](#) for your review if you haven't seen it already. We also discussed several training programs that have begun or are being rolled out, including the management development training course that I've discussed earlier; that training starts next week, with nearly 65 current or potential supervisors scheduled to participate.
- On Wednesday we had our weekly meeting with the team from **Wallace-Bajjali**; the mayor and Councilman Scarce were also in attendance. We discussed the Seniors and Villas projects, our progress on the RFP for the library project, and some items coming up for the next JRC meeting. In terms of the library, the RFP was sent to the library board earlier this week for their review and comments before we send it to the EDA. We have asked for a two-week turnaround from them before it hits the streets, so I expect by mid-to late-April the RFP will be out. The timeline for construction is of course dependent upon the selection of the project manager, A/E work, etc.
- Wednesday afternoon Director Cotten, Councilman Seibert and I met with Oscar Suarez, some potential developers, and Chad Greer to discuss the **minor league baseball** development. As I mentioned in an email to you earlier today, based on that meeting and

some of the concerns that were raised from a developer perspective, we need to have a short work session to give you a more thorough update on the project and seek some direction from Council on how to move forward. That will be scheduled for April 21<sup>st</sup>.

- Also on Wednesday and part of Thursday, Director Allgood and I interviewed the three **finalists for the Assistant to the City Manager** position. This morning I asked our HR department to make an offer to one of the candidates, but I'm comfortable that any of the three finalists we interviewed will do a good job for us.
- Just a reminder that this afternoon we have two events – the **Tri-State Regional Tourism Forum at City Hall** (basement conference room) from 1-3 p.m., and **Chief Roberts' retirement event** at 3:30 in the Justice Center Courtroom.

### Requests

- In response to this week's announcement about the Commons project, I received a request to see what we can do in terms of making a public plea in asking for a waiver or some guidance from HUD that might allow the Commons project as originally proposed to be built. Along those lines, we have not heard back from our legislators or Secretary Donovan regarding some of the concerns we raised about the DR funding. I have a meeting this afternoon with staff to get an update and discuss this matter, but if it's the council's desire to proceed with some sort of public statement, we can put something together.

### Miscellaneous

- Numbers:
  - 20 public works employees attended our first round of **defensive driving training** at the PSTC last week, with plans to send all employees who drive a city vehicle through the program at least once per year.
  - 327 employees have completed the **2014 employee survey**, with a deadline of today to participate. I'll have the aggregate results for you next week.
- Staff has asked the city clerk's office to make a push for applicants for the vacant TIF Commission spot in advance of the **TIF Commission** meetings next month to discuss the Hope Valley TIF project. If you know of anyone who may be interested and willing to serve, it would be ideal if council could appoint someone on April 7<sup>th</sup>.
- We have given the notice to proceed for the contractor to begin demolition of the retaining wall/structure at the property on 26<sup>th</sup> and Main currently owned by the JRC.

That's all I have for now. Let me know if I can assist you in any way, otherwise please enjoy your weekend.