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TO: City Council
FROM: Sam Anselm, City Manager
DATE: June 26, 2015
RE: Weekly Report

Key Meetings

- On Monday I attended the monthly JACC board of directors meeting. For the ex-officio report, I recapped the CDBG-DR process, discussed some of the projects approved by you, and laid out some early timelines to bring these projects to fruition.
- On Tuesday I did an interview with a local news station to discuss some safety/security measures that have been implemented here at City Hall in an attempt to clear up some
- On Wednesday, Director Bolander and I did a Newsmakers interview with MSSU about the CDBG-DR program, which will be aired at various times over the next few weeks.
- Earlier today I met with staff to discuss some complaints we received about noxious odors emanating from two businesses. One business in particular is currently operating without a license, so we will be following up with them to correct that. Both are located in the M2 heavy industrial districts, so there really isn't anything the city can do to require the businesses to control the odors, but we have been trying to work with them as best we can.

Miscellaneous

- Updates from PW:
 - We were recently notified that EPA will be conducting an audit of our MS4 permit – actually it is an audit of how we either comply or not with the permit. They are to arrive on July 27th. Their inspection could include an examination of all City owned facilities, all construction sites, major industrial entities and an examination of all of our ordinances. We understand they will be here for at least a couple of days.
 - Several members of the PW staff are drafting a new solid waste collection franchise agreement in anticipation of the current agreement expiring April 1, 2016.
 - Street Maintenance crews began working on the surface condition issues on Main Street this week – it is a work in progress and we are anticipating it will take us two to three weeks to complete.

- We will be meeting with property owners along the corridor of the upcoming St. Louis project the week of the 29th to discuss the project and the impacts to these property owners.
- A business on Schifferdecker donated the easement we needed associated with the Schifferdecker TIGER project to correct the turning radius to one of their entrances and to correct a drainage issue that developed during the course of the project. The work will be completed in July and will complete the overall project.
- We have met with consultants for an early scoping meeting on the 32nd Street Widening from Schifferdecker to Central City Road and the Jackson Street bridge.
- Bids for our annual overlay program have been received and a review of those bids is currently underway.
- You may recall that several months ago we convened an employee committee to review and recommend updates/changes our rules and regulations manual. A draft of that new manual is nearly complete; the next step will be for department heads to review it as well, but I anticipate that by this fall the personnel board will have the manual in hand to go through the same process before we present it to you for consideration.

In the Pipeline

- Last week, the personnel board met to review and approve some new job descriptions for inclusion in our pay plan. After talking with our interim parks director, we feel it will be more beneficial to the city to reclassify one of the senior clerk positions in the parks department to a recreation leader position, and convert the Athletics Manager position to a Recreation Coordinator. The result would be a reduction in payroll along with an increase in our ability to provide service, so I want to give you an early heads up that this item will be on your agenda for July 6th. There will also be a request for an Engineering Aide position.

Staff in my office is still working diligently on the new pay plan that I would like to propose to you, but this change in our current pay plan is needed at this time to continue our current service levels in parks and public works.

- At our regular meeting on July 20th you should begin seeing some amended action plans for the CDBG-DR projects that were approved and are ready to move forward (Community Clinic, Advanced Training Center, etc.). Next week staff and I will meet to begin scheduling/sequencing the more extensive projects, including infrastructure, the senior center, etc.

Please enjoy your weekend and let me know if you have questions about any of these items.