



CITY OF HALLOWELL

ONE WINTHROP STREET
HALLOWELL, MAINE 04347

NATE RUDY, CITY MANAGER

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TO: City Council and Mayor Walker

FROM: Nate Rudy, City Manager

RE: **CITY MANAGER REPORT BY COUNCIL COMMITTEE AUGUST 4 – SEPTEMBER 6, 2016**

Cemetery

- Council email discussion on whether to make the Cemetery committee a non-council committee or dissolve it into the Council Property and Lands Committee

Claims

- No activity

Health + Welfare

- Follow up call with the Orton Family Foundation regarding the potential for a Heart & Soul community development program and assistance with grant seeking opportunities
- Issued RFP for Housing Study / Market Survey to assist with general residential development, market survey for LMI housing development, and to inform Council's decision on financial support for the Stevens School development

Highway

- Established Thursday, September 22nd @ 6 PM meeting time for Highway Committee to include MeDOT
- Met with interested parties to discuss the proposed Central Street parking lot and the project to move the Dummer House
- Received word from MeDOT that the Millikens Crossing Bridge will undergo surface replacement in 2017, which is expected to affect traffic flow on Maine Avenue for 8 - 10 weeks, start date TBD, public meeting on September 14th @ 6 PM in the City Hall Auditorium

Finance

- Continued meetings with the Stevens School developer, the Finance Committee, and other interested parties to discuss City financial supports and development planning, the highlights of which I have conveyed to Council via email
- Met with City TIF and Bond Council Bernstein Shur to discuss use of CDBG (block grant) funds and bonded funds at Stevens School
- Issued RFP for Assessing Services

Personnel + Policy (Met 8/18, Minutes in Packet)

- Worked with Clerk's office on clarifying process for liquor license applications, which will henceforth require notice of a public hearing, to be held at a regular City Council meeting
- The City Solicitor reviewed Council's draft Whistleblower and Code of Conduct documents
- Posted Code Enforcement Officer position announcement, for which we have received no applicants and have extended the application period to September 2nd

Property + Lands (Minutes from June meeting in Packet.)

- Meeting scheduled 9/7/2016
- Met with members of the Hallowell Conservation Committee
- Met with Sharalyn Morrison to discuss siting of McCourtney Bench at the Reservoir Park

Protection

- Meeting scheduled 9/7/2016 - Public meeting for comment on proposed ordinance changes for parking restrictions around Vaughan Woods
- Met with State Fire Marshal
- The Fire Services Committee met on 8/30 with Mayor Walker, Councilor Diano Circo, Protection Committee Chair present, along with several Augusta, Farmingdale, and Hallowell Fire Department representatives to review proposals from HFD and other entities in order to make recommendations to City Council--Committee will convene again on 9/29

MISCELLANEOUS:

- Attending the annual International City Manager's Association conference in Kansas City, MO September 24-27
- Attended the Maine Town and City Manager's Association conference in Newry Aug. 9-12
- Conducted routine updates to IT system and office maintenance related to staffing updates

Respectfully submitted on September 7, 2016.

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