



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 FEBRUARY 6 – MARCH 4, 2020**

CLAIMS

- Did not meet.

FINANCE (MET 2/19 AND 3/4)

- City Manager working with Committee on TIF and Capital Budget review.

HEALTH + WELLNESS (MET 1/30)

- The All-Age-Friendly Committee continues to work on an Age Friendly Community plan for Hallowell.

HIGHWAY (DID NOT MEET)

- City Manager has paid the final bill from MDOT for Water Street.

PERSONNEL + POLICY (CHAIR AND MANAGER MET 3/4)

- City-hosted email addresses for Council and Mayor are ready for use and **highly recommended**.
- City Assistant Clerk position is open for rolling application and immediate interview, and applicants have been interviewed for the Police Chief position opening.

PROPERTY + LANDS (DID NOT MEET)

- City Manager has consulted with industry experts regarding the process for evaluating the Tank and Culvert property on Central Street for reuse as a public safety building.
- City Manager is working on an open bid auction for tax acquired property at 322 Water Street.
- City Manager looking into covenants and other terms for a possibly City divestment from the Second Street Fire Station.

PROTECTION (MET 2/20)

- Affinity LED street light installation is projected to start as early as second week of March, pending any delays on other projects due to weather and unforeseen circumstances.

MISCELLANEOUS:

- Department Leads and City Manager completed annual goal setting and evaluations.
- City Manager hosted an Orton Family Foundation Heart & Soul Community Development program readiness assessment meeting at the Hubbard Free Library on February 11, featuring H&S Program Coach Jane Lafleur.
- Heart & Soul community group met 3/2 at City Hall.
- Brownfields Advisory Committee met on February 12.
- City staff observed the Presidents Day Holiday on February 17.
- Comprehensive Plan Committee met on February 27.
- City Manager and Police Chief attended municipal law seminar at MMA on February 27.
- City Manager attended Maine Council on Aging quarterly membership meeting at Cohen Center on March 3.
- Thank you to the City Clerk's office for preparing and printing the Annual Report.
- City Manager hosting meetings led by Build Maine to form an Action Agenda to address community economic development challenges for local, regional, and state government.
- City Manager looking into updating the "job description" for the Health Officer position.

UPCOMING WORK:

- The Mayor and City Council will conduct a Council workshop regarding the future of the Second Street Fire Station at 9 AM on March 7 in the City Council Chambers.
- City Manager will staff Comprehensive Plan Committee meeting on March 19.
- Finance Committee and staff will work on the first reading of the FY21 budget for the April City Council meeting.
- Hallowell will interview candidates for the Assistant Clerk position.
- City Manager looking into grant opportunities for repairing the bulkhead.
- City Manager exploring culvert repair proposals for any possible cost reduction / value engineering opportunities.

Respectfully submitted on March 4, 2020.

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