



CITY OF HALLOWELL

ONE WINTHROP STREET
HALLOWELL, MAINE 04347

NATE RUDY, CITY MANAGER

TEL: (207) 623-4021, Ext 203; FAX (207) 621-8317

To: City Council and Mayor Walker

FROM: Nate Rudy, City Manager

RE: **CITY MANAGER REPORT BY COUNCIL COMMITTEE JUNE 4 – JULY 8, 2020**

CLAIMS (DID NOT MEET)

FINANCE (MET 6/17 AND 7/1)

- City Manager working with Committee on revised budget process and second reading of revenue and expense budget proposals.
- City Council will receive the City Manager's budget and TIF fund appropriation recommendations at the July 13 Council meeting.

HEALTH + WELLNESS (DID NOT MEET)

- Mayor Walker has provided COVID-19 updates that have been posted to the City website and Facebook page.
- Board of Health meets bi-weekly.
- City Manager / Health Officer / Public Information Officer maintaining Facebook information campaign directing citizens to resources around food, shelter / rent assistance, community health and security, access to reduced cost Internet and phone, and general information from the City, Maine CDC, and other sources.
- The All-Age-Friendly Committee continues to work on an Age Friendly Community plan for Hallowell.

HIGHWAY (WILL MEET 7/9 via Zoom)

- The four-year capital investment plan for Maine Turnpike Authority includes \$5,430,000 of Mainline Pavement Rehabilitation from mile marker 102.6 to 109.1 (West Gardiner, Farmingdale, Hallowell, Augusta) in 2023.

PERSONNEL + POLICY (WILL MEET 8/4 via Zoom)

- The Mayor has asked the P&P Committee to review the City's licensing/relicensing process, including steps and timeline for both the City staff and City Council.
- **City-hosted email addresses for Council and Mayor are ready for use and highly recommended.**

PROPERTY + LANDS (WILL MEET 7/9 via Zoom)

- City Manager submitted grant application for Maine Bureau of Parks and Lands Submerged Lands Program Harbor Management and Access Grant Program (HMA) Matching Grant, and Hallowell was awarded \$15,000 for the repairs to the wooden planking over the bulkhead and access to the floats
- City Manager working with Public Works and Maine DEP on siting of brush dump.
- City Manager submitted Second Street Fire Station RFP terms for P+L review.
- City Manager working on RES deed follow up.

PROTECTION (WILL MEET 7/8 via Zoom)

- Emergency Operations Center Staff meetings were held on 6/4, 6/18, and 7/2.
- City Manager met with fire department leadership on June 10.
- Executive Order 20-08 was issued on June 30, reopening the RES gate for residents and non-resident permit holders to park near the beach.
- Code Enforcement Officer submitted revised Short-Term Rental Policy language to STR Policy Committee for review at their next meeting.

MISCELLANEOUS:

- City Manager attended Build Maine virtual conference on June 4 and 25, and was joined over the four days of the conference by two members of the Comprehensive Plan Committee.
- City Manager attended Maine Council on Aging virtual board meeting on June 8.
- Comprehensive Plan Committee met via Zoom on June 18.
- Special City Council meeting was held on June 22.
- City Manager is pleased to have celebrated his fourth work anniversary on June 22.
- City Manager attended Delta Ambulance virtual meeting on June 24.
- City Manager hosted "Hallowell Committee Chair Best Practices for Zoom virtual training on June 29.
- City Staff observed the Independence Day holiday on July 3.
- Community members are invited to receive automated messages from the City via Constant Contact and NIXLE. Registration information is available on the City website.
- Citizens are encouraged to contact Hallowell Police Department if they observe any unusual activity: If you see something, say something!

- **City-hosted email addresses for Council and Mayor are ready for use and highly recommended.**

UPCOMING WORK:

- Evolving response to Coronavirus. Council, Mayor, and staff will receive regular updates.
- City Manager will staff Brownfields Advisory Committee meeting on July 9.
- Code Enforcement Officer will staff Comprehensive Plan Committee meeting on July 16.
- Finance Committee and staff will work on FY21 budgets for third reading in August.
- City Manager will continue to work with City staff and regional colleagues on implicit bias programming and other diversity initiatives.

Respectfully submitted on July 8, 2020.

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