

## City Manager's Report Date: September 21, 2015

### Major Pending Items

Blue=On-going      Grey=Verbal report      Green=Completed

#### City-wide/City Manager:

Tasks/Topics	Staff Responsible	Comments/Update
FY 2014-15 Annual Report	CM	Completed-available on-line and emailed to Council 9-3-15. Printed copies ready by 9/15/15
Targeted Attention Team	CM/Police/Building/ Blight/PW/Fire Marshall/Sofee	Report from 8-22-15 Pilot walk attached
City Leadership Team Meetings	CM	On-going-Meetings scheduled for 2 <sup>nd</sup> and 4 <sup>th</sup> Tuesday of each month First one held 3/10/15 Meetings continue to be held
CM/Fire Chief Meetings	CM/Kerri Kemp	On-going. Bi-weekly meetings scheduled
Quarterly City Hall Union Employee- Management review team	CM/ HR Director	On-going
Grant Proposal Task Force	CM/Gary/Peter D./Barry/Mayor/ Jason V.	To develop a strategy that ensures that grant proposals focus on achieving outcomes associated with the strategic plan 4/13/15 Initial meeting held
Wagsys Implementation	Sandra Kutcha/Gary	Go live testing date September 2015
Eagle Scout Project-Taylor Stevens	PW (Pat)/Rec	7/1/2015 Zoning & Building permits issued Scout coordinating site work with PW-site work began 8-24-15
Staff safety training planning	Chief Fusaro/ Chief Scand/ CM	8/13/15-training conducted Make-up session to be scheduled
Phone System Replacement	Leon/Josh	Atrion awarded contract-start date 6/7/15
Community Center Exploration Committee	CM	Council Res. 2014-10-06 CM office to provide support Final report due to Council by July, 2015 2015-07-06 Res. to extend report due date to 10/5/15

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**Completed:**

<b>Tasks/Topics</b>	<b>Staff Responsible</b>	<b>Comments/Update</b>
Fountain Street Developer Agreement	CM/Committee	2015-02-17 Res. directs committee to monitor progress and report to Council in August 2015 Extension requested to report in September
105-122 Chestnut Street Developer Agreement	CM/Committee	2015-03-02 Res auth Committee to oversee and report to Council by first mtg of August 2015 Extension requested to report in September
EPA-Shipping St/Chestnut St/Ponemah Mills- \$400,000	Petroleum & hazardous substance assessment	Debrief held 8/21/15

**Grants:**

<b>Department/Grant Entity-Purpose-Amount</b>	<b>Tasks/Topics</b>	<b>Comments/Update</b>
DSS-Senior Center-\$690,000 Project Manager-Patrick McLaughlin	Renovations-roofing, HVAC, flooring, painting, parking lot	9/2014-awarded. Project is 60% complete-est. Fall 2015 completion
DECD-Uncas Leap-\$270,000 Project Manager-Jeanne Kurasz	Environmental assessment & testing	1/23/15 Grant awarded Contract negotiations for work underway
DECD-Shipping St/Terminal Way-\$200,000 Project Manager-Peter Davis/Gary Evans	Environmental assessments	4/17/14 Grant Awarded 6/11/15 reviewing assessment results with consultant 8/17/15 Status mtg
DECD Historic Restoration Fund-City Hall-\$90,000 Project Manager-Pat McLaughlin	Flooring repair/replacement	Going out for re-bid Previous bid submissions did not meet State requirements
DECD-26 Shipping St-\$200,000	Assessment/remediation	4/14/15 Application submitted 5/20/15 DECD interview Grant successful-grant agreement under review to be signed
DECD-Howard Brown Park-\$1,200,000	Replace fishing docks	3/2015 Application submitted 8/ 13/15 Senator Osten confirmed with Barry that this is still in the works

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**Department Initiatives:**

<b>Department/Grant Entity-Purpose-Amount</b>	<b>Tasks/Topics</b>	<b>Comments/Update</b>
Recreation	On-line program registration software	Working on plan for both Rec/Senior center Software selected, negotiating final costs, anticipated implementation October 2015
Finance	Develop interim financial reporting format	Will begin working on this in August 2015
Human Resources	Civic Plus HR-Enable on-line HR functions	50% complete, plan to go live on August 26th.

**Public Works Streets/Bridges Projects:**

<b>Grant Entity-Purpose-Amount</b>	<b>Tasks/Topics</b>	<b>Comments/Update</b>
DOT-Sherman St Bridge-\$5,400,000 Project manager-Ellison/McLaughlin	Replace both bridges at intersection of Sherman & Asylum Streets	Awarded in 2012 In engineering phase with construction anticipated to begin 2017-18
DOT-Sunnyside Bridge Project manager-Ellison/McLaughlin	Historic restoration of stone masonry bridge	Awarded in 2014 Construction anticipated to begin 2016-17
DOT – Pleasant Street Bridge -\$1,134,400 Project manager-Ellison/McLaughlin	Bridge deck replacement	Awarded in 2014 Construction anticipated to begin 2016-17
DOT – Connecticut Avenue-\$685,200 Project manager-McLaughlin	Repave CT Ave from W. Town St. to Wisconsin Ave.	Awarded in 2014 Construction anticipated to begin this summer

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**Property Disposition by Resolution:**

<b>Tasks/Topics</b>	<b>Staff Responsible</b>	<b>Comments/Update</b>
221-223 Laurel Hill	CM/Corp Counsel/Agent	7/18/15 List agreement signed 7/24/15 P&S signed-\$5000 Awaiting close date-within 30 days All resolutions complete
13 ½-15 Town Street	CM/Corp Counsel/Agent	Council Res. 2015-07-06 List 6/28/15 List agreement signed
5 Belval St, 20 Hunters Rd Ext, 82 Old Division St	CM/Corp Counsel/Agent	Council res. 2015-05-04 List w/agent 6/19/15 List agreements signed
20R Julian St	CM/Corp Counsel	Council Res. 2015-05-04 List w/agent On hold pending Corp. Counsel review
130 Prospect Street	CM/Corp Counsel/Agent	8/4/15 Demo complete PWCIC asked agent to reach out to abutters 4/9/15- List agreement signed, need Res. to list
34 Lake Street	CM/Corp Counsel/Agent	Council Res. 2015-02-02 Enter into listing agreement to sell 4/9/15 List agreement signed 8/16/15-Agent reports possible offer pending
100 Broad Street #103	CM/Corp Counsel/Agent	Council Res. 2015-02-02 Enter into listing agreement to sell 4/9/15 List Agreement signed Price reduced 8/13/15-offer received, need Res. for Council approval
13 Baltic Street	CM/Corp. Counsel	Council Res. 2015-02-02 Enter into listing agreement to sell Bank foreclosing-not listing at this time
59-61 School Street	Committee/CM/Corp Counsel	2015-08-03 Council Res. developer chosen, Auth CM to sign developer agreement, Committee to draft developer agreement