

WEEKLY MEMO

Date: November 9, 2012

To: Mayor Lynn Stauss. Council President Craig Buckalew, Vice President Wayne Gregoire, Council Members Marc Demers, Ron Vonasek, Henry Tweten, Greg Leigh, and Mike Pokrzywinski.

From: Scott Huizenga

RE: Weekly Update

UPCOMING MEETINGS:

November 13, 2012 – 5:00 PM – Special Meeting/ Work Session – Training Room

November 14, 2012 – 5:00 PM - Budget Work Session – Campbell Library

November 19, 2012 – 5:00 PM – Budget Work Session – Training Room

November 20, 2012 – 4:00 PM – Pool Feasibility Study Meeting – Training Room

November 20, 2012 – 5:00 PM - Regular Meeting - Council Chambers

WEEKLY UPDATE:

Upcoming Meetings

The City Council will begin its Budget Work Sessions next week. The Police Department will present first on Tuesday evening at the end of the work session Agenda. The Library and the Fire Department will present Wednesday at the Library. The following week, the City Council will meet on Monday and Tuesday to discuss the Parks and Recreation Department budget and the draft report for the Swimming Pool feasibility study. All scheduled Council meetings are included at the top of the Weekly Memo, and at the end of each Council agenda list.

I will be out of the office next week. And, I will attend the Coalition of Greater Minnesota Cities fall conference on Thursday and Friday next week. There will be much discussion on how the statewide election results will affect local issues, especially Local Government Aid (LGA). Coalition staff is expecting some legislative movement regarding the funding and formulas for future LGA allocations.

Both the Governor and the Legislature appointed separate LGA committees to study the issue since the end of the last legislative session.

Save Our Pool Vendor Show

The Save Our Pool Vendor Show is coming to the Riverwalk Centre on Saturday, November 10 from 11:00 - 4:00. There will be 10-20 vendors downtown including the following

- Juice Plus
- Pampered Chef
- Scentsy
- Tupperware
- Tastefully Simple
- Mary Kay
- IT Works

- Rosie's Redneck Glasses
- Premier Jewelry
- 31
- Lenhart Creations
- and more

Recyclebank

East Grand Forks sits in 23rd out 50 cities after three months in the Green Choices Challenge. We still encourage residents to sign up and participate in the challenge. Residents can earn rewards and help East Grand Forks compete for a \$100,000 grant just for doing what most of us already do – recycling! Residents can sign up online at www.recyclebank.com/greenchoices or contact Public Works at 773-1313.

Veterans Day

The City and State offices will be closed on Monday to observe the Veterans Day holiday.

Experienced/Newly-elected workshops

The League of Minnesota Cities is hosting the Leadership Conferences for Newly-Elected Officials and for Experienced Officials in January. The event will be in Nisswa on January 11-12, in Mankato on January 25-26, and in Brooklyn Center on February 1-2. Please contact Administration if you are interested in attending any of these sessions.

DEPARTMENT REPORTS:

Police Department, Chief Mike Hedlund

Winter Driving – We are starting to experience the slippery roads that come with winter driving in our region. Remember that seemingly dry roads may have icy spots that can cause you to lose control. Slow down and drive safely. If you are going to be traveling keep some winter safety items in your vehicle. A small shovel can make a big difference if you find your vehicle stuck in a snow drift. Blankets and extra clothing (especially hats and gloves) can also help keep you warm if you do get stuck. A car charger for your cell phone is also a good thing to have. When you are stuck in a snow drift is not the time to have your cell phone battery die. The best thing to do if there is bad weather – just stay home and change your travel plans. Better to be home and safe than stuck in a blizzard.

Holiday Scams – The holiday season is a time that scam artists prey on the giving nature of many people. Feel free to donate to your favorite charities but never give out any of your personal information over the telephone and check into any charitable organization before you donate. Make sure it is legitimate. A popular scam at this time of year is for scam artists to contact elderly people pretending to be their grandchild and saying they need money to get home. This type of call is almost always a scam. Never wire money unless you know it is going to the person you think it is. If you get a call like this it is probably a scam and you can easily check by contacting other family members. Ask for a phone number so you can call them back after checking with their parents – you will probably have someone hang up on you right away.

Parks and Recreation, Dave Aker

Last week the Bantams and Pee Wees had tryouts to see what teams they would play for this year. They both had scrimmages with Moorhead on Thursday night and Tuesday they found out what team they are on. The figure skaters started last week with the Basics going on Monday and the rest following.

Thursday the Park and Recreation crew moved all of the picnic tables out of the campground; this is the end of winterizing the campground. I went to Bemidji and also called there with no luck in talking to Mike Kovacovich about more sites in the campground getting full hookups. He knows we are interested but says he has to find the money.

The Civic Center is up and running with the Blue Line Arena starting up Monday. They are putting layers of ice on and painting the locker rooms at the Blue Line Arena.

Public Works, Jason Stordahl

STREETS/BRIDGE

The Point Bridge repair is complete. Public Work staff has been doing some last minute asphalt repairs, before winter sets in. Public Works will receive our rental motor grader on Friday.

WASTEWATER

Smell at Lift 1: We had an expert in wastewater chemistry come in this week to analysis our H₂S (smelly gas) level data. He gathered other information, and will take that data (as well as data collected by staff), analyze, and report back to us.

Agenda Items

1. Staff from the Metropolitan Planning Organization (MPO) will recommend fare changes to the fixed route system for 2013. The packet also contains information related to the Transit Development Plan update.
2. I have prepared a Request for Council Action (RCA) to recruit and fill a full-time City Planner position. As previously discussed, the City currently pays for approximately 0.75 FTE via an agreement with the MPO. An in-house City Planner can create a “one-stop shop” for development services while expanding its role to include Facilities Management, Property Code and Nuisance Enforcement, and other ancillary services. The City Council can still opt to re-fill the Building Official position at a later date, if desired. Council President Buckalew will lead the discussion in my absence.
3. We have received a proposal from Widseth Smith Nolting to renew the Engineering Services agreement for another three-year term. The design and construction maintenance terms are nearly identical to previous agreements. The hourly rates for non-design services increased approximately \$4-5 per hour in most cases, which is similar to the recently-renewed agreement for legal services with the City Attorney.
4. Council President Buckalew and Council Vice President Gregoire will present an update on the EDHA board activities.
5. Chief Hedlund will kick off the budget work sessions with presentation of the preliminary Police Department budget.