

WEEKLY MEMO

Date: March 28, 2014

To: Mayor Lynn Stauss. Council President Craig Buckalew, Council Vice-President Greg Leigh, Council members Clarence Vetter, Dale Helms, Henry Tweten, Mark Olstad, and Chad Grassel.

RE: Weekly Update

UPCOMING MEETINGS:

April 1, 2014 – 5:00 PM – Regular Meeting – Council Chambers

April 8, 2014 – 5:00 PM – Work Session – Training Room

April 15, 2014 – 5:00 PM – Regular Meeting – Council Chambers

April 22, 2014 – 5:00 PM – Work Session – Training Room

Administrator's Report:

Seasonal Employees

It is that time of year again when we start looking for adding seasonal employees. I have instructed the Department Heads to bring their proposals for seasonal employees to me to place on the Council Agenda for approval. Once Council has granted approval they may advertise and select candidates to be brought back to Council to take action to hire them.

Grand Forks Herald Article regarding Strategic Plan adopted by Council.

Ryan Bakken of the Grand Forks Herald is writing an article on the Strategic Plan that was adopted by the City Council. I am excited to get the word out and to gauge the public response to the Plan.

EDHA Board Meeting.

Tal Elseth attended the meeting representing Simplot. He will be speaking with the Simplot Management team about the potential development of the vacant property they own in East Grand Forks. Mr. Elseth will attend a future EDHA meeting to convey the results.

Department Updates:

Campbell Library - Charlotte Helgeson

Andrea Scherer has completed her 6-month probationary period as of March 5, 2014. Her arrival energized the staff and involved the public in new ways. She brings experience from public and academic libraries with a dash of teaching and speech coaching on the side. Maintaining the busy schedule our library already had in place, she is adding her own personality and is taking advantage of our community's creative interests. Andrea has made positive connections with families, children, schools and many organizations. She's a fantastic asset to our Library. We chose well!

Agenda Items

Under communications the council will acknowledge Ms. Andrea Scherer for successfully completing her probationary period.

Item eight will consider adopting a resolution accepting the feasibility report for 2014 Assessment Job No. 1 and set the date of the public hearing.

Item nine will consider entering into contracts with Mr. James Strommen, a specialist in construction law, and Mr. Gary Proskiw, a building envelope forensic specialist, to help fix the issues at the library.

The Adult Use Ordinance will be brought back at the meeting on April 15th. It still has to go through a reading at a planning commission meeting. There was not a planning commission meeting in March but there will be one on April 3rd beginning at noon in the Training Room.