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November 7, 2016

CITY ADMINISTRATOR'S REPORT

As promised, along with my report you also have monthly reports from all department heads. I hope this helps keep you informed of the activities taking place in each department. Please feel free to ask questions or ask for clarification if needed.

Here is what I have been working on since our last meeting:

- Along with PW Director Turner, attended the IACC (Infrastructure Assistance Coordinating Council) Conference. IACC is a nonprofit organization dedicated to helping Washington communities identify and obtain resources they need to develop, improve, and maintain infrastructure. This was one of the best conferences I have ever attended. I got to connect with staff from many agencies that provide funding for infrastructure projects such as DWSRF, USDA, CERB.
- I attended training on A Short Course on Local Planning from Department of Commerce. The City's Comprehensive Plan is due June of 2018. This is a lengthy process that we will start working on at the beginning of 2017.
- Along with Sterling Joyner, held a Planning Commission meeting. Work is progressing on Title 8 Animals and Title 17 Zoning. I would like to commend the Planning Commission for their time and work in providing well-informed recommendations for City Council. A vacancy will be coming open for this Board in January.
- Attended the Eastern Washington Planners' Forum where they discussed Critical Areas Updates for the Comprehensive Plan.
- I was invited by Chief Schulte to attend the Fireman's meeting. They held an after action review on the gas line incident. Avista provided a training session and a demonstration.
- Met with staff from Clear Risk Solutions who provided information on updates that need to be made to our Personnel Policy.
- Along with PW Director Turner, met with staff from Anderson Perry in regards to GIS services.
- Along with Mayor Blackwell and PW Director Turner, attended the Columbia Basin Development League Conference in Moses Lake. This league helps to protect the Columbia Basin Project's water rights and help support the Odessa Ground Water Replacement Program.

- Held a staff meeting for all departments. This is a great opportunity for each department to provide information to the other departments and work together as a team.
- Advertised for RFQ's for Engineering Services.
- Working on getting an appraisal for the land sale to Bethany Baptist Church.

Here is what I have coming up:

- Connell University – **November 14th at 6:00 pm**. This will be one scorching presentation by Fire Chief Schulte that will not leave you cold.
- Exit Conference with Auditors on November 17th at 10:00 am. If any Councilmembers are interested in participating please let Clerk Treasurer Courneya know by November 14th. If a quorum will be present we will need to advertise a Special Council Meeting.
- Don't Forget
Connell University:
November 14, 2016 - Fire Chief Chris Schulte
January 9, 2017 – Sterling Joyner
March 13, 2017 – Police Chief Chris Turner
May 8, 2017 - Public Works Director Larry Turner
July 11, 2017 – City Clerk/Treasurer Rose Courneya