

MANAGER'S REPORT

December 17, 2012

Twin Rink Ice Arena

A meeting was held on December 7th to discuss primarily seating. The main rink is currently planned to have seating for 908 people including the mezzanine. The City has requested research on the cost and feasibility of adding temporary seating and what impacts this may have on mechanical systems. The second rink is currently planned to have 474 seats which the city has requested to be presented in options so that costs can be reviewed. The City has also requested what the maximum seating on the main rink will be for a non-hockey event within the constraints of the mechanical system and design.

Other discussions occurred regarding layout of lockers, coaching space, meeting rooms, training rooms, etc. Multiple layouts are being considered for input. The current goal of locker space is to provide 6 high school sized locker rooms and 2 additional youth league sized rooms. The concept is that a tournament would require 4 rooms for teams playing and 4 rooms for teams about to play, 8 total.

Another meeting is scheduled for December 13th.

Council Schedule

The Council has a significant amount of work load and it requires meetings and topics to be moved so as to allow staff time to prepare agendas. I would propose that I attach the current draft of meetings with my report. This will keep the Council apprised of the workload and intended dates and will also indicate the dates of additional meetings when determined. I do not intend to have the schedule adopted by the Council but I do hope that by providing it a Councilor can share input when appropriate.

Christmas Decorations

Unfortunately some vandalism occurred in regard to holiday decorations in New Auburn. Some of these were on public property and additionally some were utilizing public electrical supply. Due to safety staff has disconnected the decorations. We will also be working with the persons wishing to connect to the power so that we can be sure proper safety measures are followed.

Marshall Popcorn Truck

The City has assisted in a local group using the truck on 2 occasions in the past months. Aspects of this included fundraising and the persons involved indicated that it went well and a presentation of efforts should be occurring soon.

In addition staff feels that the current use of the popcorn truck has been beneficial. In addition the City must admit the need for the storage space that the truck occupies. The idea that has resulted is staff is drafting an RFP to determine interest in organizations willing to “lease” the truck with the stipulation it is to attend certain events and that all fundraising must be deposited with the City to be utilized for repairs to the truck. We are excited that this could be a great fit!

Council Goal Setting

The Council has been sent the proposed agenda and homework assignment. We look forward to your responses and the meeting.

Budget

The City staff is finalizing a review of Capital Improvement needs so that the CIP may be presented in late January. The current plan is to still present a 5 year plan but internally we are reviewing all needs of each department not just the next 5 years.

Agendas

The format of agendas is being modified slightly. In order to provide flow and stay within the time constraints of workshop items, all agendas moving forward will have an indicated amount of time for workshops. This is not a limit but more a measure of how I am anticipating the discussion to meet the 90 minute limit of the entire workshop.

Departmental Research

The review of departments is still continuing. This process is to help new staff, including myself and the new Assistant City Manager, understand the issues and services within each department. Currently I have compiled reports for Parks, Public Works, and Police.

LA 101

A program exists in educating people on local government. Starting in January and running through April will be 10 events to educate registered participants in the services in and around local government. Events will be held in various locations between the 2 cities and will be at 6:00 pm on Wednesday evenings. An informational packet will be provided and I will share it with the Council. One date to note is that on February 13th a session on Community Overview and Budgeting will be held in Auburn with the 2 City Managers, Mayors, and Councilors that can attend.

Open Items from Public

Jeremiah Bartlett shared concerns and recommendations regarding customer service and use of debit cards. This matter is planned for the December 18th Staff Meeting. Although he didn't request follow up I hope to contact him for input after the staff meeting.