

**City Manager's Report  
May 1, 2020**

**Economic Projects**

<b>60 Access Highway</b>	We are working through title clean up items for closing. There is an outstanding mortgage on the property to Elcon. The mortgage was paid off but not released.
<b>Porvair CDBG program</b>	Porvair purchased an additional furnace for \$161,000. They are now completing interior and exterior remodeling. Reimbursement requests have been submitted to the City and will be processed by the state.
<b>Events and Marketing</b>	* Considering a new COVID-19 sensitive event, "Tooling Tuesdays", as a way to get people out and interact. * Latest executive order means few gatherings likely until July. Looking at virtual Thursdays on Sweden Concerts.
<b>Blight Cleanup</b>	Ken is inputing all the survey data into the GIS. Maps of neighborhood blight will be ready for the first meeting in May
<b>Hilltop Senior Living</b>	Interior work is on-going
<b>Birdseye Cleanup</b>	Cleanup work will resume the week of May 18th.
<b>Title 13 ReWrite</b>	Updates are on-going and the Planning Commission will review additional changes at their meeting in May.
<b>COVID-19 Support</b>	Continue to provide information resources to local businesses and steer owners to available consultants and info.
<b>Sitel Building</b>	Mr. Dana Cassidy has purchased the Sitel Building and been assigned the parking lot leases on Hirschel and Washburn Roads. Staff will work with Mr. Cassidy to determine needs and possible relinquishment of some stalls as well as cleaning up ownership.
<b>River Front Development</b>	NMDC is using available brownfield grant funds to conduct a phase I and possible phase II environmental investigation of the power plants. The city needs only provide access to the properties. Received word from MDOT that a developer is asking to purchase property on Limestone Street for development of ATV/Sled storage facilities next to the trail system.

## Other Administrative & Department Projects

<b>COVID-19 Status</b>	Latest Executive Order requires state offices be closed until June 1. We are working to install COVID-19 protection measures and policies in order to open city offices at that time. Some outdoor recreation programs will resume on a limited basis. The Caribou Little League is requested fields be opened June 15th to start play with pandemic precautions instituted.
<b>Blight Commission</b>	An outline of the final blight tools report has been prepared and the committee will now help fill in some of the details. Awaiting final blight survey mappings to polish off the report.
<b>Public Safety Building</b>	<b>Artifex is proceeding with design of an "ideal" floor plan based on city operations and as authorized within the scope of the contract for services. This plan may be dropped on any identified property for development, however, a final cost estimate for voters to consider will not be possible without identifying the final resting place of the facility. Properties that have been discussed so far include: Former Birdseye plant property, the airport, redevelopment near county offices or along Bennett Drive, and on Recreation Center property. An evaluation of suitability can be done on each of the properties and discussed at a future work session with the City Council.</b>
<b>Union Negotiations.</b>	We are currently waiting to for the state to reschedule mediation with the PW union. We are awaiting confirmation from the state that the police union is seeking mediation.
<b>Procurement Policy</b>	This was submitted to the auditors. We're waiting for their response. The preferential bidding language to be considered by the Council will be incorporated into the final policy update.
<b>Charter Revisions</b>	2020 Ordinances #1 and #2 have been prepared for Council consideration.
<b>Capital Facility Maintenance Plans</b>	Criterion Brown will start in May to work on building inspections. The final reports will be received before September 1 so the information can be incorporated into the 2021 capital facilities budget package.
<b>Fire Structural Study</b>	Awaiting council building committee comments on final plans before proceeding.
<b>North Main Street</b>	Public Works is prepping sidewalk and curb areas ahead of the paving work to be done by Soderberg Construction.
<b>Snow Plowing RFP</b>	Public Works has provided area measurements and lane miles to be incorporated into the RFP for snow plow services. This will be finalized for Council review before second meeting in May.
<b>Wage Policy</b>	On backburner to Title 13 and Blight Committee work.
<b>Cable Franchise Renewal</b>	On hold per Council direction
<b>General Plan Update</b>	On hold until Blight Commtitee work is done.
<b>River Road</b>	Monitoring current earth movement south of previous trouble spots. Can update the Council on Chomka Property acquisition in executive session.
<b>High Street</b>	Ramps have been marked for indicator strips.
<b>Teague Park</b>	The building is 95% complete. Work on the site should resume by mid May.