



City Manager's Report

February 19, 2021

Economic Projects

Façade Improvement Program	Advertisement for funding has been sent for publication and posted on social media. Deadline for applications is March 15.
2021 CDBG Applications	The 2021 competitive grant program is now open. Letters of interest are due to the state by first of March. Contact Ken Murchison for more information and opportunities.
Ogren Dump Solar Project	On Council agenda for discussion and possible action.
Title 13 ReWrite	Public hearing announced for Title 13 administrative sections on March 11. Have prepared revisions to home occupation standards and streamlining review processes.
Porvair CDBG program	Final reimbursement has been made to Porvair for this project. Project now considered closed.
Sitel Building	Sent invoice to Sitel for return of \$5,000 for TIF funds received based on non-performance of Credit Enhancement Agreement terms. No word from Mr. Cassidy about his development plans for the building.
River Front - Powerplants	Property was advertised for public bid at the lowered asking price. Bid due date was February 17. No bids were received. Have had conversations with two previously interested parties. Some concern about asbestos cleanup and availability of funds to help
Birdseye Cleanup	No change since last meeting. Have been contacted by a potential mid-size retailer interested in part of the property. Working on concept designs for site. Waiting to get final word from EPA about final cleanup plan approval. Once that is given, we can move forward to get bids to finish soil cleanup. Currently anticipate leaving concrete work as-is. May need to make concessions with future tenants based on concrete cleanup needed.
Jarosz Storage - Limestone St	Conducting final site review for the Limestone Street ATV/Snowmobile storage facility.
Events and Marketing	Currently working on revamp of city's website. Christina will be soon working on marketing the Caribou Story involving interviews of citizens and additional business owners. Working with potential pet grooming business that will open up on Bennett Dr. this summer. Still needing Council input to modified logos.
River Front - Master Plan	Stakeholder Group met February 17 via zoom. Discussed current land uses, potential new zoning regulations, and options for visioning and concept plans. Will need to engage state legislature about railroad use.
Landbank	Legal counsel is reviewing possible word changes to the city's tax acquired disposal policy to allow private non-profits to act as the city's landbank.
Aldrich ATV/Snowmobile Storage	CEGC is finalizing deal with developer to build an ATV/Snowmobile storage facility near Industrial park and ride. Waiting for a site plan submittal for review.
Blight Cleanup	Continue to move forward with dangerous building actions on several properties. Hearing notice for March 8 has been sent.
Hilltop Senior Living	Waiting for developers to request final inspection for the group kitchen facilities. Individual units have received Occupancy.
60 Access Highway	Waiting on current owner to submit building permits for a commercial recreation use.

River Front - Salmon	Owners will be invited to next River front stakeholder group.
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Other Administrative Projects

2021 Budget Process	The Capital Committee plans to meet on February 23 to review those budget numbers. The Manager's final budget is due to the Council by March 1st. The Council must hold a hearing on the final budget and have it adopted by March 15.
Union Negotiations.	Fire Union negotiations scheduled to start February 23. Police Officers Union will meet for first negotiation meeting on March 3. Sergeants held 2nd negotiation meeting on February 17. Waiting for Council response to terms. PW union will next meet on March 4. Arbitration of previous matter is halted.
Chambers AV System	New cameras and mics have been installed. The system has been configured to connect to remote meetings systems. Waiting on one final piece of equipment that will allow the manager to share screen to cable system if not in a zoom mtg.
Tax Acquired Property Policy	Preparing 2021 bid list for Council consideration at next meeting.
Trailer Park Closure	To be discussed during Council meeting.
City Hall Boiler Systems	Dead River performed repairs on current boiler on Tuesday 16th. Both boilers are now working in tandem as designed. Will be advertising to have all valves and thermostats revamped this summer. Looking into potential efficiency maine credits for changing to a new propane system.
COVID-19 Status	Chief Susi continues to administer vaccines to public safety and front line medical personnel in the city. Cary Medical Center is providing vaccinations through the Chan Center to qualifying citizens.
Fire Structural Study	Welding work is complete. No additional work will take place until after the thaw and the roof membrane repairs occur.
Cable Franchise Renewal	Need to bring Council up to date on latest issues and state laws on this matter. Currently working under expired agreement.
Teague Park	No further action at this time. Waiting for thaw to start.
General Plan Update	Still working on the current land use survey, which is needed for future land use discussions.
60 Access Highway	Only one previous tenant is now defficient in owed funds. Should discuss in executive session.
River Road	BRIC fund application could not be processed without Chomka resolution. Survey work on Chomka ground will take place after thaw. Next BRIC application period starts in December.
Airport	Received one lease termination notice for a hangar and one request for the opening hangar.
New LED Street lights	Contractor is installing new lights at strategic intersections based on budgeted numbers.
Wage Policy	Will be updating wage matrix with latest salary information for review.
Investment Policy	No further action at this time. Need to discuss potential use of revolving loan funds similar to CBDG program guidelines.
Personnel Policy	No further action at this time.
Parking Lot Paving	No further action at this time.
Procurement Policy	Felch & Company has provided feedback on the policy and made some recommendations. Will revise for Council.