

CITY OF WINDOM

NEWS & NOTES

By: Steve Nasby, City Administrator



23rd Edition

December 11, 2018

Department Head Meeting Highlights

On December 11th the topics discussed included the following:

- 2018 Dashboard Report and 2019 SMART Goals – The progress report on 2018 goals along with the 2019 SMART goals will be sent to the City Council for review and approval. Thank you to staff and the boards/commissions that provided input on guiding our activities for the upcoming year.
- City Projects Update – In May 2017 a memorandum was submitted by Councilmember Grunig outlining the projects that were active within the City departments. These projects were at various stages of progress from vision, design, construction or implementation. An update to this May 2017 memorandum was completed and included in the City Council packet to provide a current (Dec 2018) status of those projects as well as add ones that were added to the list during the prior 18 months.
- Polco Software – Polco is public engagement software consisting of an on-line survey tool designed to solicit and obtain public opinion on general or specific issues facing the community. Department heads were in favor of trying this for one year at a cost of \$1,500. The challenge for the City is to market it well enough to the residents of Windom so it yields valuable results.
- Update on Recreation Director and Community Center Director – Al Baloun, Recreation Director, has submitted a letter notifying the City that he will be taking extended leave as of December 10, 2018 for personal reasons until further notice. In the interim, the City will be seeking temporary help at the Arena. The vacant Community Center Director position will be advertised starting this week. Plans are to re-fill the Community Center Director position in mid-February.

Activities & Project Updates

- Liquor Store – A donation of pet food and/or a check will be presented to the Cottonwood Co Humane Society. Coolers will be re-configured to be more efficient on use of space.
- City Hall – Work is underway for year-end and audit activities. Leesa is out on maternity leave.
- Library – Carpeting and painting is underway. They are hoping to be able to re-open December 18th.
- Arena – Studio rink boards and glass are installed. Staff pressure testing mats for studio rink.
- Electric Department – Crews are tree trimming along power lines. End of year inventory underway. Crews will continue installing some additional LED street lights.

- Telecom – Doing end of year inventory. County Road 25 fiber being spliced and Fast Manufacturing will be the first Windomnet 1 GB customer.
- Building and Zoning – Hazardous structure on Cottonwood Lake Drive has been demolished. The Miller Avenue property recently demolished and cleaned up has been sold.
- EDA – Second multi-family workshop was held December 5th. Drew out this week at training.
- Street Department – Staff is working on equipment maintenance and will start tree-trimming. The new skid loader is arriving this week.
- Wastewater – Working on inventory and staff is starting up some new bio-solids testing.

CITY COUNCIL – December 18, 2018

The upcoming City Council meeting will include these highlights:

1. **Donation of the New Arena Locker Room Addition by the Windom Youth Hockey Assn**
2. **Public input on the proposed Comprehensive Plan and 1st Reading of Ordinance**
3. **Minor Code Revisions – 2nd Reading of Ordinance**
4. **Adoption of the 2019 Property Tax Levy and Approval of 2019 Budget**
5. **Consideration of the 2019 Senior Dining Agreement with Lutheran Social Services**
6. **Resolutions of Appreciation for Council Members Joyce and Sherman**

KUDOS

Last, but not least, I want to thank all of you for all your efforts on behalf of the City. To help recognize City staff that go above and beyond, I am asking that **if you have a co-worker you want to thank or recognize for their work please send me an email** and I will include their name in the News & Notes Kudos.

- Thanks to **Bryan Joyce and Jayesun Sherman** for their time serving on the City Council and support of City staff and activities.
- Thanks to **Lois Eigenberg, Mindy DeWall and James Nelson** for keeping the Community Center operational during the last few months of transition in management.
- **All of the LELS and IBEW Union Reps** for their efforts during the Health Insurance discussions.

Thank you to everyone for your hard work and dedication to the City of Windom