

**CITY OF MONTPELIER
CAPITAL CITY OF VERMONT**

City Manager's Weekly Report – 8/05/2016

UPCOMING MEETINGS ...

Monday, August 8th Planning Commission, 5:30 P.M. in the City Council Chambers

Tuesday, August 9th **VOTING DAY!!** The polling location will be the City Council Chambers/Memorial Room from 7:00 A.M. to 7:00 P.M.

Transportation Advisory Committee, 6:00 P.M. in the City Manager's Conference Room

Wednesday, August 10th Regular City Council Meeting, 6:30 P.M. in the City Council Chambers

Thursday, August 11th Conservation Commission, 7:00 P.M. in the City Council Chambers

ATTACHMENTS ...

 Copy of Council Goals "By the Month": 2016-17

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Council Meeting Date

Reminder that the September 28th regular meeting is being moved to September 21st due to schedule conflicts.

Legal

Illuzzi vs City, et al: On July 12th, the Vermont Superior Court of Washington County issued its "Opinion and Order on Defendants' Motions for Summary Judgement and Mr. Illuzzi's Motions to Compel, Enlarge, and Amend". The City and its employee defendants were granted summary judgement except for the issue of causation. All of the motions filed by the Plaintiff were denied or dismissed. The attorney for the City will now consult with VLCT as to the next course of action.

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Police Investigation: In process of establishing a hearing date that works. Discussions between attorneys continue

VCFA vs. City, Tax Appeal: Notice was received that Vermont College of Fine Arts has appealed the recent judgment from Vermont Superior Court, Washington Unit, to the Vermont Supreme Court. The Superior Court judgment upheld the City's determination that Schulmaier Hall is taxable due to its lease for "a general commercial purpose".

Represented by Robert Fletcher.

WEEKLY UPDATES FROM DEPARTMENT HEADS ...

Department of Public Works

Sidewalks

The DPW crews mobilized two crews in the downtown area yesterday, August 4th, in advance of the previously planned repair schedule to address the seriously deteriorated and, in some areas, dangerous sidewalk conditions on Main Street and State Street. The crews are applying a concrete patch material as an interim measure to hold us over until these deteriorated sections of sidewalk can be removed and replaced. This sidewalk reconstruction work is presently scheduled to take place during the 2017 construction season in coordination with the planned street resurfacing of State Street and Main Street. With few exceptions, these patches are intended to be temporary providing a reasonably safe and convenient walking surface until next summer. Exceptions to temporary patching are some areas where permanent reconstruction will take place including: sections on Main Street northerly of School Street; within the State Capitol Complex District near 132 State Street; and the crosswalk ramps at the northeasterly corner of the Elm Street and State Street intersection. At the Elm and State intersection, the concrete is so badly spalled it cannot be patched and reconstruction will not await planned coordination with the paving project next summer. The patching work will be completed in a total of about 4 days and the sidewalk reconstruction sections should be completed by early September.

Spring Street Bridge Project – Update

The concrete bridge deck concealed under the paved surface was found to be more deteriorated than hoped for. The concrete deterioration also extends under the curbing and into the concrete sidewalk area destabilizing the granite curbs. As a consequence, contract change orders are being issued to adjust for the necessary and unplanned sidewalk repairs and to apply a modified water proof membrane more appropriate for this

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particular deck than the membrane specified in the contract. These unanticipated, but necessary, project modifications will result in approximately one week of extra work time and increased project costs. Preparation of the repair sections on the northerly (upstream) half of the deck is nearing completion and concrete will be poured early next week. Once the concrete has cured to full strength, work will begin on the south side with the traffic detour route directional shift from south to north implemented as planned.

TOPICS FOR UPCOMING COUNCIL MEETINGS ...

August 10

Master Plan Outreach
French Block Update and MOU Approval
Goal: Safe Community
Street Closure Policy and Fees
EDSP Implementation Plan
Montpelier Transportation Advisory Committee
Dog Ordinance - 2nd Reading
Berlin Sewer Allocation
Appointment to Community Fund Board
Appointments to Planning Commission
Appointments to the Development Review Board (?)
Appointment Policy (Council to Boards)

September 14

Zoning
Goal: Housing/Economic Development
Bike Path Update
Junkyard Ordinance – 1st Reading
Montpelier Energy Advisory Committee Fund
Personnel Pan Review
Tax Stabilization – 1st Reading
Community Fund Board

September 21

Zoning
Goal: Clean Environment
Storm Water Master Plan ?
Water Source Protection Plan ?
Junkyard Ordinance – 2nd Reading
Tax Stabilization – 2nd Reading

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October 12

Zoning Wrap Up
Housing Strategies Plan ?
Goal – Vibrant Downtown



William J. Fraser
City Manager

City Council
Proposed 2016-2017 City Council Goals
Calendar of Review (through July 2017)



Month	Reference Letter	Proposed Policy Goal	Proposed Strategy	Proposed Action/Deliverable to Council
April	B	Maintain excellent services	Seek opportunities for efficiencies	Support grants for CVPSA - done
May	B	Maintain excellent services	Seek opportunities for efficiencies	Consider and approve Community Services Facilitator contract. Done - May 11
	C	Maintain a safe community	Maintain emergency preparedness	Executive session briefing on Water system security measures including cyber security held on June 14 - done
	D	Create and maintain a healthy environment for housing and economic growth	Enact responsible growth policies	<i>Review and adopt new zoning regulations - Review in process</i>
	D	Create and maintain a healthy environment for housing and economic growth	Enact responsible growth policies	<i>Meet with Master Plan consultant to start process - on August 10 agenda</i>
	D	Create and maintain a healthy environment for housing and economic growth	Facilitate housing projects	<i>Approve easements for 1 Taylor Street - three easements approved July 27, in negotiations for final parcel</i>
	D	Create and maintain a healthy environment for housing and economic growth	Facilitate economic development	Receive development proposals for 55 Barre Street - done, chose not to proceed
June	A	Keep Montpelier Affordable	Increase the grand list	Review and approve the EDSP - Done on June 8, Implementation Plan for July 15
	A	Keep Montpelier Affordable	Seek new revenue sources	Take action on Local Options Tax after Legislature acts on charger change - done May 25
	A	Keep Montpelier Affordable	Seek new revenue sources	Implement new user fees in budget - done on June 8. LOT and PILOT allocated July 13.
	B	Maintain excellent services	Seek opportunities for efficiencies	Meet with Community Services facilitator - done May 25
	F	Maintain a Vibrant Downtown	Improve downtown infrastructure	Receive preliminary plans and cost estimates for the reconstruction of Taylor Street - done July 13
	G	Achieve a steady state for infrastructure maintenance and improvements, facilities and equipment	Address Water/Sewer Infrastructure Needs	Receive a long-term funding plan presentation - approved on July 13. Done

	G	Achieve a steady state for infrastructure maintenance and improvements, facilities and equipment	Ensure that District Heat Montpelier is financially sound	<i>Approve Customer Agreement amendments and new rates - Rates approved on July 6</i>
July	D	Create and maintain a healthy environment for housing and economic growth	Facilitate housing projects	Consider and approve contracts for 1 Taylor Street
	D	Create and maintain a healthy environment for housing and economic growth	Facilitate economic development	Consider sale documents for 55 Barre Street - will not occur as a result of decision not to proceed. Done
August	B	Maintain excellent services	Meet organizational needs	<i>Review and approve updated Personnel Plan - September 14 agenda</i>
September	A	Keep Montpelier Affordable	Increase the grand list	Consider tax stabilization policy - to be completed when LDC is functional
	C	Maintain a safe community	Maintain emergency preparedness	<i>Receive report on source control plans - scheduled for September 21</i>
	G	Achieve a steady state for infrastructure maintenance and improvements, facilities and equipment	Complete Current Major Projects	<i>Consider easements related to Shared Use Path Extension - Project update on September 14</i>
	H	Maintain a clean and healthy natural environment	Provide effective storm water management	<i>Receive Storm Water Master Plan - September 21</i>
	H	Maintain a clean and healthy natural environment	Provide clean drinking water	<i>Receive updated source protection plan - September 21</i>
October	A	Keep Montpelier Affordable	Maintain a variety of housing choices	Present housing strategies plan - to be completed as part of Master Plan
November	F	Maintain a Vibrant Downtown	Improve downtown infrastructure	Possible identification of new funding for the 2017 communications plan
	G	Achieve a steady state for infrastructure maintenance and improvements, facilities and equipment	Fund/Implement the CIP Maintenance	Receive end of construction season report
December	A	Keep Montpelier Affordable	Increase the grand list	Consider EDSP deliverables as part of FY18 budget process
	B	Maintain excellent services	Meet organizational needs	With FY18 budget receive a plan for integrated ground and facilities maintenance
	B	Maintain excellent services	Seek opportunities for efficiencies	With FY18 receive plan for Community Services Department

	D	Create and maintain a healthy environment for housing and economic growth	Facilitate housing projects	Consider and approve final design for 1 Taylor Street
	D	Create and maintain a healthy environment for housing and economic growth	Facilitate economic development	With FY18 budget receive a plan to update facility at 55 Barre Street
	E	Maintain a healthy community for people	Promote health-building activities	With the FY18 budget receive a plan to further implement Montpelier in Motion
	E	Maintain a healthy community for people	Promote health-building activities	With FY18 receive plan for Community Services Department
	E	Maintain a healthy community for people	Maintain senior nutrition program to improve health and socialization for aging	With the FY18 budget receive a plan for supporting FEAST
	F	Maintain a Vibrant Downtown	Improve parking	Receive and review the proposed parking plan
	G	Achieve a steady state for infrastructure maintenance and improvements, facilities and equipment	Complete Current Major Projects	Review final design of the Shared Use Path Extension
January	B	Maintain excellent services	Meet organizational needs	Report on progress to build HR capacity
	C	Maintain a safe community	Maintain emergency preparedness	Review and approve CSO overflow reduction minimum controls plan
February	D	Create and maintain a healthy environment for housing and economic growth	Facilitate housing projects	Consider and approve contracts for 1 Taylor Street
	F	Maintain a Vibrant Downtown	Improve downtown infrastructure	Preview of the 2017 communication plan
March	G	Achieve a steady state for infrastructure maintenance and improvements, facilities and equipment	Complete Current Major Projects	Award contracts for Shared Use Path Extension construction
April				
May				
June	A	Keep Montpelier Affordable	Maintain a variety of housing choices	Housing Plan as part of Master Plan
	A	Keep Montpelier Affordable	Seek new revenue sources	Report on MSAC endowment/estate planning
	B	Maintain excellent services	Meet organizational needs	Report on MSAC accreditation