MEMO

To: Mayor and City Council

From: Mark Gaugh, City Manager

Date: November 3, 2014

Re: Manager's Report

Midwest Public Risk Meeting Update – MPR's annual meeting was held last Thursday and Friday. I will provide any updates as applicable.

Annual 360 Evaluations – Each year, the City Council conducts performance appraisals for the two appointed positions of City Clerk and City Manager. Last year, we initiated a more detailed, comprehensive format, known as the 360 evaluation. Comments from our peers and direct reports are included in the overall appraisal. This year, we are refining the 360 process, and plan to add a customer component next year, where our service level can be improved/enhanced from customer feedback.

Wastewater Plant Improvements – HDR has completed its 30% drawings phase for the improvements to the plant, and is not as far along with the collection system improvements. However, since the collection system will take less time, HDR expects the project to remain on schedule.

Northwest Wholesale Water Commission (GNWWC) – The next meeting is scheduled for November 13, at the usual time of 2:00 p.m.

Trail Inspection Update – The State trail inspection was held last Tuesday, October 28th. The inspection went very well. We expect the trail to be open, or very close to being open by the Council meeting date.

Collaborative Meeting – November 18th, at 5:00 p.m. is the tentative date and time for the meeting. Approximately 43 projects were submitted.