

## **April 2023 City Manager Report**

### **STORM CLEAN UP**

Our teams continue to respond to the damage caused by the storm last week. Castle Creek breached over the banks, running down Main Street causing significant impact in downtown. Many properties were impacted by this overflow, including the DRI area. The 5&20 DRI Green infrastructure was significantly compromised, both streetscape and 5&20. As a note, there were no improvements made to the water/waste water system through our DRI work. Two of our lift pumps at the Wastewater Treatment Plant failed during the event, causing overflow. The overflow was contained and DEC has been notified. Our Fire Department has responded to 70 calls since the beginning of the event through Thursday morning. We have heard from residents requesting support in mitigating the water in their own homes from the City. While we have a responsibility to support the infrastructure that the City is responsible for and will continue to look at ways to improve our response during weather events, we are unable to support recommendations on how to best mitigate storm impact on private residences. Thank you to our teams who responded during the storm, who have supported, and continue to support the clean-up efforts. We had over a dozen employees respond during the event well as over 40 volunteer firefighters join in on the response. Thank you to all for the services they provide the city.

### **PARKS AND FIELDS MAINTENANCE**

Our staff will be maintaining all fields with in the next few weeks. All of our parks and grounds are saturated, very soft and may not support vehicles or equipment on them at this time. Here is the current 2023 plan for ball field maintenance:

- Brook St. and Jefferson St. - outfields will be rolled, soil will be applied to infield areas and dragged.
- Jefferson will remain grass except for the bases, mound, and batter's box. We have soil available.
- Nieder will remain grass. We have an idea for long term solution for Nieder, that will include relocating the ballfield to the north west side of the park to get away from poor drainage concerns in its current location. A new backstop will be requested as part of the 2024 budget process.
- Clark St., Gulvin and Ridgewood - these infields need to be turned and dragged and the outfields need to be rolled. Ridgewood will be dragged in the near future.
- All the parks, are currently muddy and wet and will most likely remain so for the next couple of weeks. The wear and tear of having multiple teams use the infields for practice during this wet season will also damage our city fields. We encourage teams using the fields to please attempt to use outfields and side lots at this time.

Planned park improvements for 2023 include:

- Freshening up the stone dust trails at all parks
- Freshening up the wood chip playground mulch for all parks,
- Replacing the wood benches at Clark St.

- Restoring the basketball court surfaces at Nieder and Richards
- Installation of pickleball courts at Nieder

## **SALE OF CITY PROPERTY**

The City owns several properties which are used for a variety of purposes. Our team is reviewing our city owned properties and will recommend practices on ways that other can obtain City property, which may include auction, bid, private sale, or RFP and how the city determines when a property should be disposed from City ownership.

## **RECRUITMENT**

**Chief of Police:** The test was given to five individuals on March 26. Results are usually returned between 90-120 days from the date of test. If three internal candidates successfully complete the test, then we will only have the ability to interview the candidates from the internal list, as the list is then considered a mandatory list. If less than three internal candidates successfully test (score about 70) then the external candidate list is viable for use. I do not have a list of candidate's names at this time. Once the results are received, interviews will be held in a panel format as well as community presentations by the 2-3 top candidates. Prior to interviews/community presentations we will canvass the community for questions. The current Chief is set to retire in summer of 2023.

**Assessor:** The current salary for this role is \$75,500 - \$80,000. The Assessor is a joint position shared via contract with the City of Canandaigua and we will work together on the interview process. The Assessor is a management, non-competitive position, which means there is not at test for this position. Currently the Comptroller is acting in the role of Assessor while the search is being conducted. Applications are due on April 21, 2023.

**Director of the Planning and Economic Development Department:** This is currently posted and the search is ongoing for this position. I have attached the recruitment flier to this email for sharing with your networks. The posted salary for this position is \$72,500 - \$82,700. There is not a test for this position. Once the candidate pool is closed and internal and external team will work together to interview the selected candidates. The members of the panel will include representatives from IDA, LDC, RLF, County Economic Development, School District, Colleges, and internal staff members. Currently, the Comptroller, City Manager's Office, and staff from the PED Department are sharing city responsibilities related to the work of this position. Applications are due on April 21, 2023.

**Junior Engineer:** This position is now posted on the Ontario County Civil Service site. Applications are due by April 30, 2023.

**Engineer Technician:** This position is also posted on the Ontario County Civil Service site.

Applications are due by April 30, 2023.

## **COMMITTEES**

An internal staff team has begun the review of committees, boards and commissions that support the City. At the May council meeting, staff will bring forward a recommendation of ways to revamp our city committees. We are currently looking at the number of committees, the engagement of the committee members, the ways the committees interact in the community, and the ways the committees support the work of the city. Additionally, staff are preparing information on ways that City committees may be able to access City funding, at the discretion of council, for committee activities.

## **Food Truck Ordinance**

Staff from the Clerk's office, Planning and Economic Development department, Buildings and Code Enforcement unit, and the City Manager's office, met earlier this week to discuss food trucks in the city. The team will create a draft policy with areas for the members of council to explore and debate based off of other policies in surrounding communities. As part of the June Council meeting, we will provide an overview on the areas we explored and how the proposed change in ordinance would impact (both positively and negatively) the City, as well as initial input from several community partners. From the Council discussion, we can revise the draft ordinance and allow for public comment at the July council meeting as part of the first reading of the draft ordinance.

## **Council 2023 Focus Areas**

1. Infill Development
2. Lakefront Railway Study
3. Chicken Ordinance
4. Police
5. Deer Culling
6. Sidewalks
7. Nonprofit Agreements
8. Marina
9. Event Coordination
10. Housing
11. Short Term Rentals
12. Transportation
13. Zoning Regulations
14. Code Compliance
15. Parking Lot on North Main
16. Road Repair Schedules
17. Business Recruitment and Retention
18. Lakefront Development/Events/Plans/Farmer's Market
19. Mobile Food Vending

20. Communications

21. Committees

22. Green Infrastructure