

Manager's Friday Memo – Week of 11-18-19

The week started out with a meeting with our technology support vendor to discuss the City's IT security and backup protocols. I'm gathering information about how the City's data is protected and backed up so that I can present the information to City Council. Councilman Miller requested information about the protocols in place to protect the City's data and IT systems.

Monday evening was the City Council Committee of the Whole meeting. We discussed the ongoing erosion issues along the lakeshore. I showed a brief video of the lakeshore in the City of Douglas and also discussed observed conditions as of last week. There are a few areas we are actively monitoring, but thus far the lakeshore erosion is not a significant threat to homes or infrastructure in Douglas. The City will monitor the lakeshore erosion throughout the winter and we will work with Allegan County Emergency Operations and notify residents if we find a significant erosion issue within the City limits.

We continued the Committee of the Whole meeting with a review of the City's master project list. The list is a compilation of projects and priorities put together in the first months of my being hired. It includes projects I've observed that need attention, projects brought to me by City Council and department heads, or projects that are in the works. At this meeting, we went over the list of projects completed since the last time we reviewed the project master list, and we also reviewed the projects listed on the intermediate timeline.

The regular City Council meeting immediately followed the committee of the whole meeting. Agenda items covered at the meeting included the swearing in of newly elected council members, selection of Mayor, Linda Anderson, committee assignments, a review of the ChargePoint electric charging system website, and the review of the joint resolution of the Blue Star Bike Trail. In new business, the Council decided to table the joint Blue Star Trail resolution in favor of working with the other communities to write a new resolution that sought the input of more stakeholders. Overall Council supports the development of the northern section of the trail.

Fall leaf pickup continues around the City now that the snow piles have lightened up a bit. DPW crews this week are balancing their routine workload and also having to help set up for the holiday season, so they are a bit behind schedule with leaf collection at this time.

It's beginning to look a lot like Christmas in downtown as the Christmas banners, trees, and lights continue to be installed. Saturday (11-23-19) is the "Everything Christmas" event sponsored by the Downtown Development Authority. Gingerbread houses will be on display at City Hall starting at 1:00, Santa Claus and Mrs. Claus will be at the Police Station along with live reindeer starting at 3:00. Starting at 5:00 the merchants will have open house and the Christmas tree lighting ceremony will be at 7:00 at the intersection of Center and Main Street. Come down and enjoy beautiful downtown Douglas.

The City's snow removal contract is out for bid and all bids received will be opened on Monday at 2:00. The contract is for routine snow removal activities along Center Street sidewalks, bump outs, downtown parking lots, and safe routes to schools. The best qualified low bidder will be awarded a three-year contract with two optional one-year extensions.

The Department of Public Works has a labor position still posted. The posting closes on November 29th. If you know of anyone with public works experience looking for a great career, direct them to City Hall for an application.

That's all I have for this week.