

**CITY OF MONTPELIER
CAPITAL CITY OF VERMONT**

City Manager's Weekly Report – 06/09/2017

UPCOMING MEETINGS...

- Monday, June 12 City Council Retreat, 5:00 P.M., Capitol Plaza Meeting Room

 Planning Commission, 5:30 P.M. in the City Council Chambers
- Tuesday, June 13 ADA Committee Meeting, 10:00 A.M. in the City Manager's
 Conference Room

 City Investment Committee Meeting, 4:00 P.M. in the Finance
 Office
- Wednesday, June 14 City Council Meeting, 6:00 P.M. in the City Council
 Chambers

 Housing Trust Fund Committee Meeting, 4:30 P.M. in the City
 Council Chambers

FOR YOUR CALENDARS...

- Saturday, June 10 Montpelier Senior Activity Center 50th Anniversary Gala from
 5:00-10:30 P.M. at the Capitol Plaza Hotel
- Saturday, June 17 Montpelier Recreation Department Touch-A-Truck event from
 11:00 AM – 2:30 P.M. at the Montpelier High School
- Wednesday, June 21 City Council Meeting to Review and Discuss Goals, 6:00 P.M.
 in the City Council Chambers
- Wednesday, June 28 City Council Meeting, 6:00 P.M. in the City Council Chambers

CITY MANAGER'S REPORT...

Council Retreat

Reminder that Part Three will be held on Monday, June 12, from 5:00 P.M. to 7:00 P.M., again at the Capitol Plaza.

One Taylor:

- ✓ **Mowatt** –We are very, very close. I sent a revised P & S based on meeting with them last week. We need some information from the state about relocation. We're meeting again next Tuesday to try to wrap this up.
- ✓ **Overall Project** – Housing partner appears to be identified. Working on revised development agreement with them. Possible announcement at Wednesday's meeting. The project received unanimous approval for local permits from the Development Review Board on Monday night. We are finalizing our relationship with Green Mountain Transit for occupancy and operation of the transit center.

Caledonia Spirits

Working on construction and financing details. We're finishing up the sewer connection agreements and the rail crossing agreement. They are preparing a tax stabilization application and finalizing things on their end.

Bike Path

Tom finalizing paper work with Zorzi and state. All issues are now resolved. State made some changes which need to be approved by Zorzi.

Goals

Meeting will be held Wed., June 21 in City Council Chambers. You will receive a complete draft of the goals for your review soon.

TIF

I have officially notified the state of our interest in a TIF application. Our team will take the lead in reviewing the options, obligations and opportunities. We will make recommendation to the Council on a TIF district, related public project and cost/process/timeline for application and implementation.

It's a big process to apply. It took \$30,000 and 3 months for Barre City when Mike Miller worked there and prepared their application. Barre also knew the project and location when they applied so the timeline was shorter than usual.

TIFs work by having the City bond for public improvement projects and then use incremental increases in Grand List growth to cover the bond payments. The public improvements must be connected to the private development in some way which helps the private effort succeed. Our biggest issue at this point is identifying the public projects

that are the barriers to development. The City will need specific public infrastructure projects and some general costs for those projects (the more detail the better).

We are doing homework now to understand the new rules and how they differ, if at all, from the old rules. We need to think about public improvements that would be transformative to our downtown. Ideas might include streetscape improvements for State Street from Main to Taylor, Greening Americas Capitals, parking, Team Bridges (or other Net Zero proposals), intersection improvements, or other similar public items.

TIF is big and takes a lot of time. We estimate \$40,000 and 6 months of effort to get a complete and solid application ready. Notwithstanding the effort, it can be a transformative tool well worth the work.

Berlin Pond

Next meeting of the working group is Tuesday, June 20 at 3:30 PM at CVMC. We are awaiting state response to the city's compromise proposal.

Dog Ordinance

Based on recent meetings of the committee, it's my professional opinion – supported by our participating staff – that there is no more value to be gained by continuing the committee process. We will put together a draft of the work completed thus far, circulate that draft to committee members for comment and present a recommendation to the council for consideration later this summer. The recommendation will not include anything about dogs in parks.

Parklets

Due to agenda load, the Mayor and I decided to postpone consideration of a parklet ordinance until after zoning was complete.

Collective Bargaining

Police and DPW sessions have started and are on-going.

District Heat

Working with Unitarian Church for possible connection.

Homeless Funding

This funding is currently on hold pending the fate of the state budget.

Summer Schedule

Our normal summer meetings would be on July 12, July 26, August 9 and August 23. We have often dropped one meeting and either left the time open or selected a new date in the middle somewhere. Please consult your summer calendar and we can discuss this at the next meeting.

City Clerk's Office

Voting for the city flag continues through June 26th. The URL of the contest page is <http://www.montpelier-vt.org/941/FLAG-CONTEST>

Legal

Illuzzi vs City, et al: Plaintiff's motion to compel mediation was granted on May 19th and Plaintiff's motion to exclude Defendant's expert witnesses was denied. Attempting to schedule mediation prior to the June 22nd trial date otherwise the trial may be postponed. Represented by Carroll, Boe & Pell, P.C.

WEEKLY REPORTS FROM DEPARTMENT HEADS ...

Assessor

The new Abstract (Preliminary) Grand List was lodged with the City Clerk on Thursday, June 8 and Change of Appraisal Notices were mailed to property owners. There were 362 appraisal changes this year. The Grand List has increased by about \$5.5 million but is subject to revisions/adjustments during the grievance process. Grievance hearings will be held on Friday, June 23.

Finance Department

This week's Council consent agenda includes the April 2017 budget-to-actual detailed results. Most General Fund revenue is coming in as projected for the first 10 months of the fiscal year, and expenditures are following our budget projections. As a reminder to everyone, water/sewer bills are due on Thursday June 15. Payments can be made via mail, in person in the City Clerk's office, online through the city website or by using the drop box near the rear entrance to City Hall. Our request for Tax Anticipation Note proposals were received this week. We received 3 timely responses, and Community Bank, N.A. (formerly Merchant's Bank) offered the most favorable terms for 2018. The loan documents will be included on the June 28 consent agenda and they will require signatures.

Planning Department

The Development Review Board issued approval for the One Taylor Street project on Monday for Design Review, Site Plan and Conditional Use review. The only review that remains for zoning approval is for floodplain compliance and that decision is pending.

Department of Public Works

Downtown Street & Sidewalk Project (“Makeover Montpelier”): Weather impacted the progress and the original schedule is being adjusted to try to get back on track. The interim completion date of July 1st, consisting of applying the finish course of paving on State & Main Streets within the parade route, remains the objective, but achieving this goal presents challenges. We are fully confident that all of State Street will have the finish course of pavement applied, pavement markings completed and the Federal participatory sidewalk work (crosswalk ramps and parking meter adjustments) done. However, Main Street may not be ready for paving for the full extent to the roundabout. More will be known over the next couple of weeks and the contractor is prepared to add additional staff to assist the sidewalk sub-contractor if needed. The non-Federal participating sidewalk reconstruction will be occurring consecutively as time permits. On a related note, Fair Point Communications will begin adjusting their manhole structures on Monday and work is expected to take about 5 days to complete. Considering the minimal impact on traffic and parking, the urgency to complete, and to avoid possible conflicts with the night crew, they are being permitted to undertake the work during the day time. Crosswalk painting was suspended about 2 weeks ago but will resume next week as the weather will allow.

Fire Department

Retired Assistant Fire Chief Glen Nicholson passed on Wednesday. There will be a memorial service Monday June 12th at 12:30 at the Masonic Center on Gallison Hill Rd. The fire department will be participating in that service.

Recreation Department

The Mountaineers kicked off their season Wednesday night. The Montpelier Public Pool on Elm Street is set to open tomorrow, June 10. Now we’re gearing up for the June 19 start of the summer day camp programs, located in the Pavilion just behind the pool. We are expecting about 72 children each week to participate, and will have about 9 counselors on site. This is also a day care program licensed by the state. Unfortunately, the school year doesn’t end until June 22, which might impact our revenues (this will impact swim lesson revenues, as well). We’ll keep an eye on that.

Senior Center

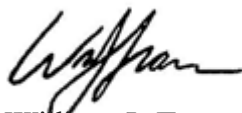
In the first four days of Summer Registration, we processed class registrations for 250 members, and membership renewals and new membership applications totaled 456, or 41% of the total FY17 membership. MSAC annual meeting will be on Tuesday, June 20 from 12:45-2 p.m.; the public is welcome.

Parks Department

The entire fourth grade class, teachers and some parents from Union Elementary came up to Hubbard Park on Wednesday to do a morning of community service. On Saturday morning, pre-board members will be doing a work morning improving the city tree nursery that is located at the Nature Center. Others are welcome to join!

TOPICS FOR UPCOMING COUNCIL MEETINGS...

June 12	Council retreat 5-7
June 14	Zoning – Part 3B Master Plan timeline Development Review Board charter/membership Summer Schedule
June 21	2017-2018 Goals
June 28	Zoning – Parts 4-5 Caledonia Spirits Tax Stabilization – 1 st Hearing
July 12	Zoning – Make Decisions (?) Dog Ordinance 1 st reading (?) Caledonia Spirits Tax Stabilization – 2 nd Hearing



William J. Fraser
City Manager