

# TOWN MANAGER MONTHLY REPORT

## December 2020



**Town of Bluffton**  
20 Bridge St.  
PO Box 386  
Bluffton, SC 29910  
843.706.4500

**To:** Town Council

**From:** Marc Orlando, ICMA-CM, Town Manager

**Date:** January 12, 2021

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### Town Operations / Community Meetings

- Weekly meetings with senior staff team.
- Monthly administrative coordinating meetings with Department Heads, Deputy Town Manager, and Executive Director of the Don Ryan Center for Innovation.
- Meeting with Beaufort City Manager Bill Prokop on December 2<sup>nd</sup>.
- Meeting with BJWSA General Manager Joe Mantua on December 3<sup>rd</sup>.
- Meeting with Dominion Energy Representatives on December 4<sup>th</sup>.
- Attended Town of Bluffton Christmas Tree Lighting on December 4<sup>th</sup>.
- Attended Town of Bluffton Christmas Parade on December 5<sup>th</sup>.
- Meeting with Beaufort County Economic Development Corporation Executive Director John O'Toole on December 7<sup>th</sup>.
- Attended Emergency Manager Director interview on December 16<sup>th</sup>.

### Town Council/Town Attorney Related Meetings

- Weekly Mayor / Mayor Pro Tem / Town Manager meeting.
  - Various meetings with Town Attorney to coordinate Town Council Meeting agenda items.
  - Meeting with Mayor Sulka and Growth Management Director Heather Colin on December 8<sup>th</sup>.
  - Attended electronic Town Council Meeting on December 8<sup>th</sup>.
  - Meeting with Councilman Dan Wood on December 9<sup>th</sup>.
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