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**Cc:** [Patrick Davidson](#)  
**Subject:** Weekly Update for 5-9-2025  
**Date:** Thursday, May 8, 2025 7:35:53 AM  
**Attachments:** [image001.png](#)  
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Good morning, Mayor, Mayor Pro Tem, and Members of the Board of Trustees. Attached is your weekly update.

Town Clean Up. Clean up day is Saturday, May 10<sup>th</sup>, beginning at 8:00 A.M. Town staff will be arriving around 7:00 A.M. to start to set things up. Please let me know if you have any questions or concerns.

Compensation RFP. You will find on your upcoming agenda (May 13<sup>th</sup>) a draft RFP for a compensation study. This is driven by our discussions during last Saturday's workshop. I believe we have sufficient time to get this specific RFP out and completed as part of the budgeting process for 2026. It is a tight timeframe but is workable. The item is on the agenda for general direction, and will include a cover memo, the RFP, and a draft of the Professional Services Agreement so that the Board understands the contract that will likely be completed. We can discuss any questions during the presentation on Tuesday.

Facilities Master Plan RFP. I have prepared this document as well based on Board direction from Saturday's workshop. I would like to address this item during the June 10<sup>th</sup> BOT meeting. There are two ways to proceed: (1) we can put out the RFP in July, with the understanding that work will not commence until 2026, but that will reserve us a spot for completion of the project mid-2026, or (2) we can put the RFP out now, with the understanding that the report is due January 2026. Obviously, to do the RFP now will require a budget amendment for the Capital Improvement Fund, but it gets things lined out for budgeting and action in 2027. The reason for the "skip" to 2027 is that we are anticipating staff attention will be solely on Hillside during next construction season. This allows the Facilities Master Plan to be triggered in 2025, presented early 2026, and ready for implementation in 2027. At this time, I just wanted to bring this to your attention. You will receive a separate email with the RFP for the Facilities Master Plan for later consideration.

Senior Center Discussion. I would propose an evening meeting in June or July to discuss the Community and Senior Center. This would be in addition to a regular Board meeting, and as an alternative to a Saturday meeting. Frankly, after the Saturday Workshop, staff is needing additional direction on how to proceed, and members of the Board had asked for an additional review of the plans, background, and related information. An evening workshop, dedicated solely to this topic would be beneficial to staff.

Development Sketches for 601 Pine Ridge. You will have received a separate email that provides background information on the sketches for this location for the Community and Senior Activity Center.

PROST. I have provided a follow up for the PROST discussion from Saturday. I think the memo provided via separate email should provide some additional background information moving forward.

Mural Installation. The mural on the side of the IOOF building will begin on Monday, May 12<sup>th</sup>. The building has been repaired, the front has been completed with new siding and windows, and the underlying painting has been completed. The mural is the last item for this step of the process. We will be trying to capture the changes by means of photography and will have updates on social media. The project should be completed that week, weather dependent.

Update on Chamber Events. I am meeting with Mary from the Chamber, and Kevin Whitacre from the Stampede this Monday to try to come to a resolution of the concerns regarding event staffing for the parade.

Community Development Director. I did not have an opportunity on Saturday to visit with the Board on this open department head position. We are receiving no candidates for the position now. I would like to prepare to outsource this work for upcoming projects and would like to find a consultant to perform the work. I do not need any direction, yet, but rather just wanted to keep this on your radar.

Have a great day, and I will see you Saturday for the Town Clean Up event.

Patrick

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