



CITY MANAGER'S REPORT April 22, 2024

106 SOUTH CENTER DEMOLITION:

Consumers Energy will remove the utilities from the property by April 24, 2024. The County Landbank is going through their procurement process for the environmental review. The Landbank is in the beginning process of the procurement. We are waiting for the Landbank board to approve the proposals.

FORMER POLICE OFFICER COLLECTION UPDATE:

Attorney, Nick Curcio reported the court granted the former employee motion to pay the judgment on an installment plan of \$100 per month. He was ordered to pay \$7,140. The court issued the order before it received our objection to the proposed payment plan.

HISPANIC HERITAGE CITY SPONSORSHIPS:

The information has been presented by the interim City Manager. The City's attorney and auditor has not changed their opinions after I presented the recommendations from the Commission. If the Commission decides to grant donations to all the organizations, the Hispanic Heritage Organization would be included under the same proposal as the Strawberry Festival.

EXPECITATIONS WORKSHOPS, SWOT ANALYSIS, COLORS TRAINING, AND STRATEGIC PLANNING:

I'm proposing that we postpone the Expectation workshop, SWOT analysis, Colors training and Strategic planning. The City's budget process is my priority as well as 4 vacancies at the DPW, WWTP, and Code Enforcement that needs my attention immediately. I need more time to continue becoming acquainted with the open projects, city boards such as planning commission and the DDA, and daily day to day operations of the City. I'm recommending that we start planning in August to make sure it's professionally conducted and have them completed by December 31, 2024. This will allow us to start the new year with goals, plans, and expectations

BRUSH DISPOSAL

The DPW will start brush removal 1 time a month starting in April through September. The pickup will be the last week of every month. The City is not allowing for additional brush dumping/disposal permits at the WWTP that consist of leaves, yard waste, or brush.

HIRING AT THE DPW AND WWTP:

We are hiring two DPW and one Waste Water Treatment plant laborers. The positions are posted on Indeed. Me and Danny started interviewing candidates on April 11th. Public Works will be down to only 2 employees, Danny and Rickey. My goal is to hire a DPW laborer before May 1st.

HOME BASED BUSINESS ORDINANCE:

I met with Commissioner Danger regarding the home-based businesses. I will post the Code Enforcement Officer's position on Indeed. The Code Enforcement officer will enforce the Home-Based Business ordinance. We do not have the appropriate staffing to make this a priority. This will be a priority to the new Code Enforcement officer once hired.

FIRE DEPARTMENT 2024/2025 BUDGET:

I need additional time to review the fire department's budget before giving the council my recommendation. The fire board has set a special meeting for May 1st. I will be requesting from the fire board that we coordinate a date for the special board meeting together. Therefore, I will request the fire board to give the City more time to review the budget and to set another date for a special board meeting that is agreeable by both parties.

MARCH 25, 2024 CITIZEN'S COMPLAINT AGAINST HPD STAFF:

I met with the individual who made the complaint on March 26, 2024. Also, I met with all parties involved with this case. I have completed my investigation. After reading the Harford Police department manual regarding citizen's complaint, the complaint was not handled in accordance with the police department's manual. The manual states that the citizen's complaint should be written on a Hartford's complaint form and the police Chief completes an investigation on the complaint. I met with Chief Prince to turn the complaint over to him. I explained it was his responsibility to investigate citizen complaints and to respond to the complainant. I forwarded the information that I found so far to Chief Prince on April 10th. I expect him to conduct a thorough investigation and to report back to me his findings. Me and Chief Prince will communicate his findings to Mrs. Irwin within the next two weeks. The investigation is ongoing.

BUDGET FISCAL YEAR JULY 1, 2024 – JUNE 30, 2025:

A rough draft of the budget will be delivered to you on Thursday, April 18, 2024 for your review. The timing of me being hired during the time the budget process should have started was bad timing for me to start the budget process right away, including the vacation time that was planned prior to accepting the job. There may be some changes before the final draft is presented in May for final approval.