

City Administrator Report

December 18, 2025

Wesley Wootten, City Administrator

December was a busy and productive month focused on closing out major projects, preparing for the upcoming transition in elected leadership, and advancing several operational and policy initiatives.

Staff have been actively negotiating and finalizing several service contracts with the County, including municipal court services, prosecuting attorney services, probation services, and law enforcement services. These agreements are an important part of ensuring continuity of core services and maintaining clear expectations and cost certainty moving into the next year.

Work on the Cascade Avenue infrastructure project is nearing completion. The pipe bursting portion of the project has been successfully completed, marking a major milestone in this effort and allowing staff to focus on final close-out items and coordination with contractors.

The City will be posting a Request for Proposals (RFP) for IT Services later this month. This process is intended to evaluate current and future technology needs, improve system reliability and security, and ensure the City has the appropriate level of support as operations continue to modernize.

The Planning Commission has continued its work on the City's Vacation Rental policy. The Commission has held public workshops and engaged in thorough discussion of the policy parameters, balancing neighborhood concerns, economic considerations, and regulatory clarity. The Commission is expected to transmit formal recommendations to the City Council in the near future.

City staff have also spent time working with incoming elected officials who will take office in January. This has included onboarding discussions, information sharing, and coordination across departments to ensure new officials are prepared and that the transition is as smooth and effective as possible.

Finally, the State Auditor's Office has completed its audit of the City's 2024 financial statements. The audit report is included in this agenda packet for Council review.

Overall, December has been focused on closing out the year responsibly while laying the groundwork for a strong start to the new year under the incoming Council and Mayor.