

COUNCIL MEMO

Date: March 20, 2020

To: Mayor Steve Gander, Council President Mark Olstad, Council Vice-President Chad Grassel, Council Members Clarence Vetter, Dale Helms, Tim Riopelle, Tim Johnson, and Marc DeMers.

RE: Department Update

UPCOMING MEETINGS:

Work Session – March 24, 2020 – 5:00 PM – Training Room & Remotely

Regular Council Meeting – April 7, 2020 – 5:00 PM – Council Chambers & Remotely

Work Session – April 14, 2020 – 5:00 PM – Training Room

Regular Council Meeting – April 21, 2020 – 5:00PM – Council Chambers

Department Report:

Community Development – Nancy Ellis

- 1) Cities Area Transit is still in operation. Both Dial a Ride service and Regular Route service are running on their scheduled hours. I am in contact with CAT staff each day and will notify you of any route or schedule changes as soon as they are provided to me.
- 2) Building Inspections have been told by the State Department of Labor and Industry that they need to continue to perform inspections to keep new construction following building codes and free from future safety issues. They are practicing social distancing – such as keeping inspections to a limited number of people – and will be in contact with our permit technician when necessary. She will be supplying them information on new or existing permits to keep them notified of any inspections they may need to perform.

Parks & Recreation – Reid Huttunen

As you are aware, the planning and community feedback process taken a few significant twists and turns in the last few weeks. In the below memo, I'll provide an update to our plans for community forums and planning for improvements at each of the respective facilities.

1) Community Forums

- a. The community forum planned for Thursday, March 26th has had to be cancelled due to the Coronavirus threat. In an effort to continue engagement with our community through this temporary shutdown, we are looking at additional ways to engage online and through Social Media. In the next two weeks we plan to do the following:
 - i. Facebook Live presentation and public input meeting: We are planning to present ideas and seek feedback from people through a Facebook live meeting. Allowing people to see us and ask live questions through comments. More information will be shared online once we have a final format laid out and a date/time set.

2) Updated Web information

- a. Visit [Http://fip.egf.mn](http://fip.egf.mn) for detailed information on our planning process and Sales tax information
- b. We are planning to pre-record webinars/presentations showing a “virtual tour” of our arenas and detailing some of the issues that could be addressed through improvements. As the weather warms up, and snow melts we would plan to do the same with our ball fields at Stauss Park.

3) Online Surveys

- a. A quick response survey is posted online now at www.surveymonkey.com/r/EGFParks
- b. More detailed facility specific surveys are currently being built and will be made available in the coming week.

4) Sales Tax Information & Update

- a. Our efforts to seek approval from the State Legislature for a local sales tax is in limbo for the foreseeable future due to the Coronavirus shutdown. Without the legislature able to meet in person during the outbreak, it is unlikely a Tax bill will be heard this session. As more updates are available, I'll provide them to you.

Arena project and immediate maintenance projects

- In light of the current Coronavirus threat and community shutdown we are facing, our efforts and timeline to seek funding through a sales tax and local fundraising will need to be adjusted. Depending upon the length of our battle with Coronavirus, it could significantly slow down our efforts to see a project take place.
- In the coming weeks, our department will prepare a list of items at each arena that could be in need of repair or replacement in the next year or two. We'll be looking at items on the current ice plants, R22 prices, and other building mechanical operations, such as hot water heaters, furnaces, etc. Expect this topic to be on a work session in the near future.