



# City Administrator's Weekly Update

Week Ending December 11, 2015



## Upcoming Events

**December 15, 5:30 pm**  
Council Work Session  
City Hall

**December 15, 7:00 pm**  
City Council Meeting  
City Hall

**December 16, 6:00 pm**  
CAFD Board  
Scanlon City Hall

**December 22, 4:15 pm**  
Library Board  
Cloquet Library

**December 24 and 25**  
Christmas Holiday  
**City Buildings Closed**

**January 1, 2016**  
New Years Holiday  
**City Buildings Closed**

**January 4, 5:30 pm**  
Council Work Session  
City Hall

**January 4, 7:00 pm**  
City Council Meeting  
City Hall

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## ADMINISTRATION

### PERSONNEL

Not that the weather is cooperating, but we have been unsuccessful in attracting anyone to apply for our warming house attendants for this winter. If anyone knows of any young adults that may be interested, please encourage them to apply. Applications can be picked up at City Hall or found on the City's website.

We are getting closer to finishing year-end Performance Evaluations.

Jim Prusak will be out of the office for a period of time starting Monday. Caleb and I will be available to help during this time.

This week I attended an Integrated Emergency Management Training sponsored by Carlton County. The training is to help key administrative officials within the County to be prepared for what our roles are when an emergency arises.

### SCANLON/CLOQUET MERGER STUDY

We are shooting for completion of the preliminary study results by February 29, 2016. This would allow for both City's to evaluate the results and engage in some discussion early in the year if the two communities wish to proceed with more detailed conversations regarding a merger in 2016.

### HOME FOR THE HOLIDAYS CELEBRATION

Lots of positive feedback on the celebration last weekend. I will be meeting with Alyson next week to cover her experience and thoughts as to the success of the event.

## COMMUNITY DEVELOPMENT

### ECONOMIC DEVELOPMENT

Staff met with the HRA and their committee this week to review a Draft RFP they plan to issue for land north of their building. They are looking to develop a 36 unit affordable housing project.

## PLANNING

The Planning Commission met this week to review a variety of proposed zoning ordinance amendments. A resident attended the meeting and requested modifications to the Ordinance that would allow for rural subdivisions located in the Suburban Residential District to be approved without city sewer and water.

## PUBLIC WORKS/PARKS

### MISCELLANEOUS

With the weather being more like April than December, the crew is staying busy by trimming trees and filling pot holes. We are also going to start some maintenance projects around our public buildings beginning with some painting at City Hall. A large part of the building still has the original paint from when the building was first constructed in 1990.

### THOMSON WATER CONTRACT

Staff met with Thomson Township officials this week to discuss some challenges that have been brought to our attention relating to connections to the Lake Superior Water Line System. We will continue to work with them to address these concerns as well as update our water agreement which was last updated in 1998.

### OTHER INFORMATION ATTACHED:

\*12/9 Press Release announcing Hwy 33 Corridor Study & Access Management Plan Public Meeting

*"Most of us spend too much time on what is urgent and not enough time on what is important."*

*-- Stephen Covey,  
American writer and educator*

