

CITY OF WINDOM

NEWS & NOTES

By: Steve Nasby, City Administrator



62nd Edition

October 13, 2020

Department Head Meeting Highlights

- SMART Goals and Dashboard Report – Be working on 2021 SMART goals with boards and commissions as applicable. 2020 SMART goals dashboard report was handed out and input needed for updates.
- 2021 Budget Workshops – October 13th will be Non-Enterprise Funds both operational and capital requests. October 27th will be Enterprise Funds operational and capital. Format will be to highlight material changes from last year, introduce new projects\programs and then review CIP requests.
- CARES Act Funds and COVID Tracing Information – Reviewed the City’s CARES Act commitments and plans. Any new requests need to be made ASAP.
- Finance Director\Controllor Update – Applications were received and the Personnel Committee is reviewing and ranking the applicants to develop an interview list. Interviews may be the week of Oct 19th or Oct 26th depending on the availability of the Personnel Committee.

Activities & Project Updates

- Streets – Street sweeping continues and a lot of leaves in town. Crew worked on trees and weeds along the river bank in the parks. Punch list items from Street project to be done following walk through last week.
- Parks – Lions Park restrooms closed due to plumbing\sewer issues. WRA will have irrigation lines blown out soon. Dog Park is open as are the tennis\pickle ball courts. Park & Rec meeting on Oct 14th and Pirate Ship to be discussed.
- Police –Officers generally busy. PD looking into getting body cameras.
- Electric – Power outage last week reviewed. Generator control re-wiring is underway. Mapping work and meter audits continue.
- Library – “Teentober” week underway. Book give-away. A teen volunteer is working on the video section update at the library.
- Liquor – Wine tasting event cancelled due to COVID and vendor protocols. Will do in-store tastings. Open air cooler was approved for purchase. Currently doing a food drive with Miller for the Windom Sharing Center.
- Telecom – Long distance outage due to trunk line with transmission provider. 10 mb circuit with Lismore telephone being done. Spam attacks occurring and working on keeping the City network safe.
- Water\Wastewater – Air line installation and road work underway. Hydrant flushing is being done now.

- Economic Development Authority – Hy-life looking for a location for a modular housing project. EDA board approved a lease for a 5.3 acre parcel in the NWIP. Need Conditional Use permit and application submitted to the Planning Commission. This acts as a bridge to other housing being built. Oddson Office expansion awarded a \$100,000 State job creation grant.
- Building\Zoning – Conditional Use Permit for NWIP modular housing on the agenda and a Planned Unit Development request for land by the north water tower from Lindsay Cartwright for a subdivision. Code changes needed to provide flexibility with inspections due to COVID.
- Arena – Ice skating is starting tonight. Working on starting up the studio rink later in the week if the leaks can be repaired. Limits on number of parents and spectators due to COVID restrictions.
- Pool – Pool is closed.
- Recreation – Recreation programs done.
- Community Center – Wedding this weekend and Gun & Knife Show next week. A lot of interest in events for 2021.
- City Office/Finance – Year end work started. Discussed inventory counts and the audit. Wellness for 2020 is wrapping up. Staffing duties shifting as Robin will be gone most of December and then retiring. Emily has been helping at the Community Center as needed too.

CITY COUNCIL – October 20, 2020

The upcoming City Council meeting will include these highlights:

1. Transportation Assistance Program (TAP) grant opportunity
2. Resolution Calling for a Public Hearing – 2020 Street Project Assessments
3. Telecom Rate Recommendation – Business Emails

Thank you to everyone for your hard work and dedication to the citizens of our community.