



Meeting January 28, 2014 City Manager's Staff Meeting Notes

City Staff met at City Hall on January 28, 2014 at 8:30 AM with the following persons present:

Larry Graves
Todd Gilcrease
Pat Stallings
Patrick Harvey
Amy Meyers
Jim Berman
Liz Gant
Dara Crabtree
Cindy Brown
Marty Anderson

Employee Recognition:

Jim Berman, Public Works Department

Larry Graves, City Manager apprised the Directors of the following upcoming events:

Monday, February 3, 2014 City Council Meeting
Wednesday, February 5, 2014 Sign Ordinance Workshop
Monday, February 10, 2014 SEDC Board Meeting
Monday, February 17, 2014 Presidents Day
Monday, March 3, 2014 City Council Meeting
Tuesday, March 4, 2014 Student Government Day
Tuesday, March 11, 2014 Open City Staff Meeting
March 31-April 5, 2014 City Wide Clean Up
Saturday, April 5, 2014 Trash Off
May 1-3, 2014 Mayfest
Saturday, May 10, 2014 Kid Fish
Friday, July 4, 2014 Fireworks Display
Saturday, September 20, 2014 Street Dance
Thursday, October 2, 2014 Seagofest Parade
October 2-4, 2014 Seagofest
Saturday, November 1, 2014 Arbor Day Festivities
Thursday, December 4, 2014 City Tree Lighting

Updates:

Todd Gilcrease shared that he and Pat Stallings were working on Emergency Operations

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Command mock set ups to be enacted in the near future.

Pat Stallings stated that the Police Department has ordered cameras for the patrol vehicles and that the computers for the patrol units have been delivered and are awaiting installation.

Patrick Harvey advised that the December financials and the annual Comptroller reports for the SEDC have been completed. Patrick Harvey stated that the Finance Department is working on overhauling their portion of the City website in compliance with the Comptroller Transparency Recognition criteria. Patrick Harvey shared that the auditors are reviewing the annual financial report. Patrick Harvey advised that he will be working with other departments to update the City's fixed assets list.

Amy Meyers shared that she has been contacted by the Director of Technology Based EDC studies through the Dallas County Community College District and he has requested the opportunity to address the SEDC Board.

Jim Berman advised that the Cain Street water tower punch list including the City antenna installation has been delayed due to some unexpected issues. Jim Berman shared that he is enacting some changes at the front windows to include a new pay window for permits and new customers in order to improve customer service.

Liz Gant stated that she is preparing the annual report for the State Library Board in order to maintain the Library's accreditation.

Dara Crabtree reviewed the agenda for the February 3, 2014 City Council meeting and advised that City election filing starts on Wednesday, January 29, 2014.