



City Manager Monitoring Report

December 3, 2013

Below is a compellation of updates and projects that are either new or have changed since the last City Council meeting

- **ADMINISTRATION OFFICE CLOSURES**
 - December 20th—3 PM CLOSURE for City Manager Awards
 - December 24th and 25th for the Christmas Holiday
 - January 1st for the New Year Holiday
- **EVENTS**
 - December 17th —Volunteer Board and Commission Recognition at Council meeting.
 - December 20th—City Manager Awards and Employee Recognition—3 pm, City Council Chambers.
- **CITY MANAGERS OFFICE**
 - The City will be hosting a Flood Tour and Roundtable for the Secretary of HUD, Governor Hickenlopper and Senator Bennett on Thursday December 5th . The Secretary is here to tour flood damaged areas.
- **RECREATION**
 - The Extreme Basketball games will be held here this Saturday, December 7th. We will have people from Eaton, Kersey, LaSalle and Platteville visiting our facility.
- **POLICE DEPARTMENT**
 - Officer Michael Yates is heading up this year's Santa Cops program. As we have done the last two years, referred families will be invited to the ECC to have their children meet Santa Claus and to receive their gifts! Families who are unable to attend will have the gifts taken to their homes by uniformed police officers. This program continues to grow, especially in these difficult economic times, and the Evans PD is proud to make Christmas special for needy children in our community.
- **FINANCE**
 - Staff is working with the external auditors for the week of December 2nd as they conduct their onsite visit.
- **IT**
 - We are pleased to introduce Sam Penn as our new IT Manager. Sam started Monday, December 2nd. His work area is located in the Community Development Offices. Please feel free to introduce yourself to him and make him feel welcomed.
 - If you are in need of tech support please connect with Sam or Jake as we are transitioning this stuff from Steve to them. Steve will be working on implementing the new phone system.
 - The new phone system is schedule to be in place December 19th. On December 18th training will be provided to all users for basic use of the new systems.