

## **City Manager's Report for the Crescent City Council Meeting—December 8, 2015**

- 1) Ice Storm Update**—Power issues, tree and limb damage, two houses burned, school was out for several days outside of Thanksgiving break, internet was down, PD didn't have access to OLETS for days.
- 2) 522 Ambulance District**—a new board has been placed and we have had two meetings to this time and believe that we will have the ambulance services up and running by mid-December. We have asked Kent Foster to be the new director and he has been working on staffing the organization. Currently, he has 4 persons who have indicated a willingness to work, but he is still trying to get drivers. Also, in order to comply with state regulations, there must be accommodations made for sleeping and showering, so there is a need to construct those things in the ambulance barn area.
- 3) Christmas Party—December 16**  
According to OK State Statute, it is not illegal for Council to attend the same gathering, only if official business is conducted and it is not at a properly called and noticed meeting with an agenda posted. So, you are all clear to attend our party. Please RSVP by tomorrow 12/9 for the gathering that will be held at City Hall. You and one other may attend the function.
- 4) HR Conference**—OML held an Employment Seminar last Friday, Dec. 4<sup>th</sup> at Rose State College that Trina and I attended. Topics included "Personnel Policies and Job Descriptions", "Council's Role with Employees", "Employment and Termination", "Record Keeping", "Record Management", and "Employee Benefits Reporting".
- 5) CALT class**—OML be holding my class in Muskogee on Leadership Styles. I had to miss the class last month that was held in McAlester and talked about Economic Development.
- 6) OG&E Luncheon**—was held at the Petroleum Club in Edmond last week and I attended on behalf of the City of Crescent.
- 7) New Logo**—that we will begin using soon now that we have designed something that is more indicative of our City.
- 8) Official Welcome Center for the City of Crescent**—I have approached the Frontier Museum about becoming the official welcome center for Crescent. I am looking into the formation of some sort of Historical Society that helps promote the history of our city.
- 9) Lion's Club**—I was last month's guest speaker from the City (11/17) and introduced myself to the membership and talked with them about the direction that we are taking the City.
- 10) Personnel Handbook**—is under development at this time with some assistance from OML as well as from Ponca City.
- 11) Police Chief**—we have an Acting Chief but I am accepting resumes for the position of Chief of Police. I will be putting together a board comprised of law enforcement officials to assist me with the application and selection process. So far, the Sheriff of Logan County and the Chief of Police from Ponca City have agreed to be on the board.