



Mayor CoryAnn St. Marie-Carls

**Report, Referral & Progress Updates (underlined)
February 2nd, 2018**

Office of the Mayor
City of St. Francis
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Including- Status table (end of report)

About this report & referral: *There are many details and items of City interest that come to my attention as your Mayor. This is a voluntary communication I update personally to report progress to the public and Council; focusing on keeping these items on “on the radar” for action or completion. Feedback is always welcomed. 414-399-0797. (I apologize for any typos ahead of time.)*

Report Topics Grid: 2-2-2018

X	=Number of Appearances on Mayor’s Report	Items are addressed with details below	The Paragraphs below are in order of this topic grid
	City/City Opioid/Heroin Task Group –	St. Francis Police Awards Night	Communications Notes: Mid America Annual Report
	City Mission & Vision	Light of our Community Plaque	Employee Handbook Draft Communications Notes: Mayor Communications Follow up
	Survey needs Rotunda –	4125 Lake Drive at Denton	Celebrate and Decorate Awards! UTV here! Admirals Night Feb 3 rd
	Civic Center Surveys		Congrats Police Department Community Open House
			Take Always from conferences City Public Relations Ad Hoc Group
			4 th of July

SEE PROGRESS GRID at end of report for City Goals from State of the City

City/County Opioid/ Heroin Cocaine Task Force – I am a member of this task Force appointed as the representative from the ICC a group of all Mayor’s and Village Presidents in Milwaukee County. I met with Alderman Murphy of Milwaukee we are planning a for public awareness/ prevention campaign kickoff event in spring for Milwaukee County.

City Mission and vision statement. This will be a key part in working on our Promotion of our Community I have received idea and feedback sheets from approx. 50 citizens, taxpayers and business people. Lauren Johns student intern from St. Francis High School, helped compile drafts. (this will be handed out to Council Feb. 6th)

The Civic Center User Survey Recommendations of seating in the Rotunda and automatic doors that are easier to pull are requested.

Congratulations to the St. Francis Police Department: I had an opportunity to help the Chief welcome everyone to the 1st Annual Police Department Awards night. It was a great success. The recognition was well deserved of the honorees. My sincere thanks to all in our Police Department for their service above self!

Light of Our Community Tribute Display in Council Chambers: Recent Awards presented by the St. Francis Police Department on January 31st will be added to the Display. I contacted Fire Chief Poplar about adding names of Fire personnel and supporters from their Department to be added on the display also for recognition.

4125 Lake Drive and Denton – I talked to neighbors recently, they have not seen much progress and believe the erosion control needs to be redone.

Employee Handbook and Civil Service Ordinance Update: The Employee Handbook revised by the City Administrator, had second review by the Bargaining Committee. I have requested that the rest of the Council receive a copy.

Celebrate and Decorate Décor Awardees: nominees were brought forward by interested residents and 25 individuals and businesses will be awarded for their Holiday spirit. Go to www.saintfrancis53235.com to see a complete list!

Take Always from Conferences: Hoping City Staff keeps this information coming to our Council in 2018. I will ask the City Administrator again what we can do to bring this information forward to the Council and ask Department Heads to help educate the Council on these experiences and training opportunities.

Communication Notes:

Please see the Correspondence from Attorney General Office of Open Government – this clarifies the Public Comments area of our Council meeting better, I have gotten questions on this. The law gives us the option for public comment, but no statutory obligation. Also we are not allowed to discuss in detail any item from public comments. *(This excerpt directly following this report if you scroll down)*

Mid America Steel Drum: I attended a listening session held by Congresswoman Moore on January 27th that was very informative. *(See the agenda scroll down)* A website was given for further information for citizens: <https://www.epa.gov/wi/epa-investigating-milwaukee-company-potential-environmental-violations>

I talked with our City Administrator and Health Administrator to give them insights into concerns voiced at the Jan. 27th meeting. I believe our Health Administrator is now adding an option to her voice mail to speak to a “person” if she happens to be out of her office and a citizen wants to immediately report an air quality issue. Citizens have scheduled another Task Force meeting at the Civic Center for February 27th at 7p.m. EPA contact for Information is: Rafael Gonzalez, Public Involvement Coordinator at 800-621-8431.

The City also received a letter that was sent to residents from Container Life Cycle Management outlining new equipment to be installed at their St. Francis Plant to help with odor control. I arranged for a tour of the Plant on Feb. 6th along with Alderwoman Schandel and Chief Poplar. (CLCM has offered these tours for badged staff and elected officials with the City)

Annual Report for the City: I have asked the City Administrator to help develop an Annual Report for the City for Year End 2017. I believe after departmental final data is received and collected we can proceed with this.

A citizen inquired with me and asked me about February 2017 changes they were told I recommended be made to the City Plan Commission membership; they also asked about the laws I allegedly violated in the process. I related that No recommendation were brought to Council for changes to the Plan Commission membership in February 2017; and pointed out as per City Ordinance all appointments recommended changes to any committee or commission by the Mayor need to be brought to the Council for a vote of approval. I explained that as Chair of the Plan Commission, in February 2017 I personally related to two City Council members information pertaining to the needs and workings of the Plan Commission. To my knowledge the information I shared with two Alderman presented No irregularities or illegalities. I will ask our City Mayor’s Report - 2/16/18

Attorney and Administrator to follow up with me as needed for clarity on this matter and/or check with other sources for clarity.

COMMUNITY OPEN HOUSE JANUARY 31st

A community open house was held by myself at the Park Shore social room 25 citizens, elected officials, community leaders and candidates for elected office took the opportunity to attend and socialize and discuss while partaking in desserts (no city funds). More feedback was given with City Mission and Vision Statements topics brought up to me in conversation included the Quiet Zone, progress of Bear Development, City PR as well as other items. Let me know if you want further details. Next Open House is scheduled at the Polonez on February 15th, 6-8p.m.

Donation to POLICE AND FIRE: The UTV, Utility Terrain Vehicle has been delivered and is being customized for our Department. Terre Kent of the Geiger foundation was instrumental in this donation. St. Francis Night at the Admirals is the next event to support our Fire and Police, the game is February 3rd and the badger band is playing. Flyers are available outside the Mayor’s office.

City Public Relations Aldерwoman Schandel and Alderman Tutaj are the Ad Hoc committee. Goal is to suggest further ways to continually improve communications and step up public relations. I am providing them with a Municipal Magazine article that describes how to “make a list of what is not clearly articulated in our community but should be” and the article reminds that “Public Relations is a relationship not salesmanship, PR is making a statement through mediums that you care about the members of the community to communicate with them that everything you do is done in excellence”.

4th of July – working on transition group for this and all is going well. I will have more to report on Feb. 20th

**Mayor’s Report –2-2-2018 -Follow up/Action Items Table
City Goals from “State of the City”**

Report Issue/action item	Date Opened	Target Month/yr.	Owner(s)	Comments
City Goals 2018 from joint “State of the City” *Mayor suggestion for Council review	1-16-18	Ongoing	Mayor/Council	
Tax Base Growth Initiatives 1. Bear Development 2. Animal Hospital 3. Former DF -Zimmer 4. Old City Hall -Gorman 5. Other	2015 2017 2017	Spring 18 On hold Start 2018	Administrator Developer Administrator Developer	Developers Agreement pending Awaiting further info Return/ reimburse Transaction Application in for Tax Credits
Marketing Plan for City Owned Commercial Properties 1. ED Committee 2. CDA	2018 2018	Start 2-18	Chair	Business Prospecting Work Plan
Focus on Owner Occupied Housing Stock 1. Loan Fund 2. Van Beck demo	CDBG 18	Start 4-18	Council	Guidelines to be developed Plan for “In Fill” home
Review Road Maintenance Financing Plans and Assessment 1. *Survey Public	2-2018	Spring 2018		Find out citizen opinions

City Public Relations 1. *MMAC Chamber (Metro Mild Chamber) 2. *Commercial Association of Realtors 3. *128 th Community Council	2-2018	Spring 2018 Spring 2018		Get Membership for connections Get Membership for connections Get Membership for connections
Prioritize Core Services 1. *Employee “emotional intelligence” day 2. Cross Training	2018		Admin/Clerk	Day to explore and enrich employees
Update Ordinances 1. Full review	2-2018	Summer 18	Admin/Council	Update for efficiencies and full compliance
Explore and Analyze Revenue Streams & Cost Efficiencies 1. Health Care 2. *Collections 3. Review City Attorney	2-2018		Admin/clerk	Establish Goals employee Health needs Address any collections Find Service more cost effectively.
Public Improvements and/or initiatives 1. Environmental – Mid America 2. Quality of Life – Quiet Zone	11-2017 2009?	Spring 2018 2018	Council DPW/Council	Establish a plan moving forward Establish steps to complete process



St. Francis 53235 Lakeside Pride

Community Connections project to promote and increase awareness of our local business, attract visitors, and newcomers.

www.saintfrancis53235.com new website to learn more about St. Francis and show your Lakeside Pride

This is a project of Community volunteers, Miss St. Francis Pageant and Mayor CoryAnn St. Marie-Carls – supported by donations/fundraising (no City funds)