



CITY OF SOMERSWORTH Office of the City Manager

TO: Mayor Matthew Spencer and City Council Members

FROM: Robert M. Belmore, City Manager

DATE: Friday, January 18, 2013

SUBJECT: City Manager's Report for Tuesday, January 22, 2013
City Council Agenda

Unfinished Business (under Section 12 of the Agenda):

Ordinances:

- A. Ordinance No. 8-13 Amend Chapter 24 Housing Code.** A Public Hearing is being posted prior to the scheduled Council meeting on Monday February 4th at 6:45 p.m. As mentioned in my email, the hearing was moved so that we could meet newspaper posting requirements. Director Sharples will give a brief presentation at the Public Hearing. Attached is an executive summary provided by Director Sharples that provides some of the significance of the proposed changes.

Resolutions:

- A. Resolution No. 22-13 Authorizing the City Manager to Sell Surplus City Property** (former Sunningdale Golf Course Property). Again, any Purchase & Sale Agreement would be brought back to the City Council for review and approval. The Process would follow the format presented to the Council by Attorney Mitchell. This would include an independent appraisal and a sales listing.

New Business (under Section 13 of the Agenda)

Other:

- A. Discussion on Release of the Legal Opinion on the Tax Cap issued through a City Manager Memo on 12/07/2012 – Councilor Witham.** Attached is a copy of the legal opinion provided by Attorney Mitchell.

City Manager's Items (under section 9 of the Agenda)

A. Informational Items:

1. **City Newsletter.** The deadline for submittals is Thursday, January 31. This edition is intended to cover City news and events from March-August, 2013.
2. **City Council Annual Goal Setting Session.** The Saturdays of February 9 and March 2 would provide a date that allows all Department heads to attend. Other possible dates include the Saturdays of February 16 and 23.
3. **FY 2013 General Fund.** Attached is a summary of current year end expenditures as well as revenues. Overall expenditures and revenues appear to be in line with the budget as adopted.
4. **Updates:** Attached are separate Memorandums that provide updates on the progress of the following.
 - Labor Union Negotiations
 - Council Approved Action Items
 - Public Works Infrastructure Projects
5. **Grants:** I am pleased to report that the City has received notification of two pending Grants Awards - Emergency Management Performance Grants (see attached notices). These Awards are contingent on one more step in the State approval process which should merely be a formality.
 - \$3,000 for consultant assistance in updating our emergency operations plan (EOP) and for the purchase of an EMD (Emergency Management Director) laptop.
 - \$36,550 for Mobile Equipment to outfit the Fire Chief's newly purchased Command Vehicle with lights, radio and other associated emergency equipment.

B. Attachments:

1. Certifications (2)
2. Department Head Monthly Reports
3. Finance Director reports submitted to the Finance Committee – January 14, 2013
4. City website generated e-blasts
5. Regional COAST Funding Meeting Information
6. Strafford County Budget Book and Public Hearing Notice for *Wednesday, January 30, 2013 at 7:00 p.m.*