	Document Name	<i>City Manager Report</i>		
	Document Number	TBD	Revision Letter	A
	Document Location	Server	Revision Date	12/06/2024
	Document Type	Report	Council Adoption Date	Not Applicable
			Resolution No.	Not Applicable

City Manager Report

01/08/2025


General Updates

Gulling Street Bridge

- **Automated monitoring system installation:**
 - Contract and project process is being presented to the Council in an agenda item during this meeting
 - Scheduled for the week of 01/13/2025 with all parties
 - Upon completion of installation staff will be able to observe monitoring data continuously

- **FEMA Funding:**
 - Working with Engineering Consultants, staff submitted the FEMA Request for Information (RFI) concerning Environmental Historical Preservation (EHP) on 12/20/2024 ahead of the 12/27/2024 deadline
 - FEMA is reviewing City responses
 - Staff is in constant communication with FEMA Program Delivery Manager to continue to push the effort forward

- **Additional Resources:**
 - Staff has engaged additional Cal OES resources to assist with coordinating efforts between all entities involved
 - Deputy PA Group Supervisor assigned to Plumas County
 - Regional Manager
 - Meeting held with Cal OES on 12/30/2024 and 01/06/2025


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Code Enforcement

- Since starting in August, Public Engagement Officer Brian Attama has made substantial progress with our abandoned vehicle abatement (AVA) and parking ordinance efforts

Type	Number	Action/Response
Vehicles	31	<ul style="list-style-type: none"> • 13 removed from street by registered owners • 18 towed under AVA program
Travel Trailers	8	<ul style="list-style-type: none"> • All 8 complied and have been relocated
Utility Trailers	5	<ul style="list-style-type: none"> • All 5 complied and have been relocated
Trailer Boat	1	<ul style="list-style-type: none"> • Complied and has been relocated
TOTAL	45	

- **Additional Activities:**
 - *Public Nuisances*
 - Six (6) cases pertaining to rubbish and other infractions on property were opened
 - Significant progress has been made on removing rubbish and addressing the violations
 - One (1) of the cases is fully closed having achieved compliance with code
 - *Damaged Properties*
 - One (1) property has been secured and marked unsafe to occupy preventing the public from entering the building
 - Two (2) additional properties were identified, and cases have been opened on both parcels
 - *Other*
 - Three (3) properties were reported to the City for code violation(s) and cases have been opened to address the violation(s)
 - Engagement with the property owners has begun and courtesy notifications have been made in order to begin the process of seeking compliance

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Public Works (PW)


- Daily potholing efforts continue while weather is mild
- Adjusting manhole lids underway for additional prep for snow removal
- Currently reviewing 2025 initiatives with Management

Planning

- Update meeting held on 12/18/2024 with Karen Downs (Planning Consultant)
 - Continuing to work through long range and current planning items
- Development Agreement- Portola 192:
 - Meeting held on 12/30/2024 with all parties involved
 - Developer to submit a summary of the current status and proposed next steps for Council review

Community Stakeholders

- *Sierra Buttes Trail Stewardship*
 - Met with Kyle Stone and Martin Scheel to discuss the Lost and Found Gravel Festival on 12/17/2024
 - Expected turnout is anticipated to match previous year efforts
- *Feather River College*
 - Met with President Kevin Trutna on 12/18/2024
- *Intermountain Disposal*
 - Met with CEO Richard Ross on 12/23/2024 to discuss contract, engagement with City residents to meet their needs, and overall working relationship between parties

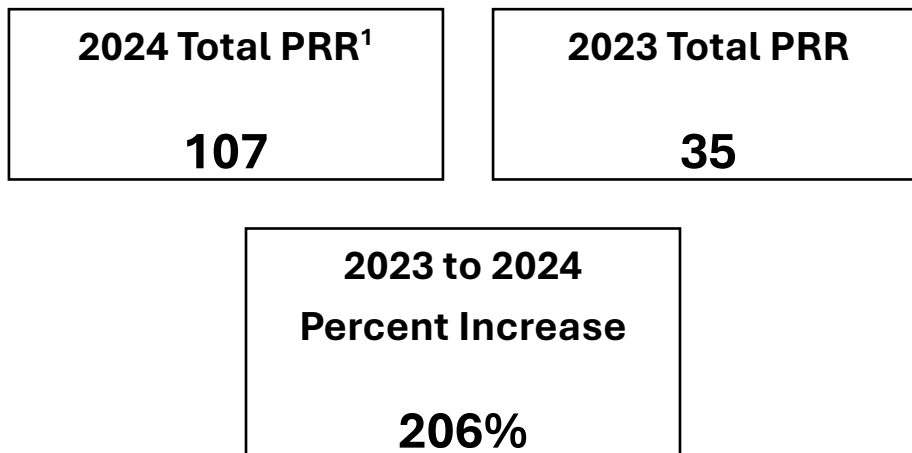
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Public Relations

City Website Enhancements

- Initial website maintenance has been completed
- Discussions now focusing on enhancing the user experience
 - *Staff will examine website:*
 - Structure
 - Design
 - Functionality
 - Content
 - *Goals:*
 - Enhance user experience
 - Increase content accessibility and navigation overall
 - Increase in outbound communication to public
 - Interactive capabilities where feasible
 - *Target Completion:*
 - Q1 2025
- Electric vehicle charging station news update posted to website providing an overview on the project
 - Multiple businesses have advertised the charging station as an asset and the public has begun utilizing the station for charging

Public Records Requests (PRR)



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December 2024 PRR Metrics	
Total Number of PRR	11
<i>Number of Unique Requestor(s)²</i>	3
<i>Number of Repeat Requestor(s)³</i>	8

¹ Total PRR indicates PRR entered via the CivAssist system during the calendar year

² Unique Requestor(s): Individuals or entities that have submitted at least one request within the reporting period, with each requestor counted only once

³ Repeat Requestor(s): Individuals or entities that submit multiple requests over the reporting period

