



## Agenda Statement

**File #:** 20-0262 **Version:** 1  
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**Title:** City Manager's Report 6-16-2020

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
6/16/2020	1	City Council	received and filed	

### **ITEM TITLE:**

City Manager's Report 6-16-2020

**SUBMITTED BY:** Mark Detter, City Manager

### **FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

### **RECOMMENDATION:**

Receive and File.

### **SUMMARY STATEMENT:**

The City Manager's Report will feature a PowerPoint showing an update on current projects.

The one major event that happened in the last two weeks in the City Manager's office is the Executive Assistant Debbie Roberts has announced her retirement after over 30 years of service to the City. For those of you who don't know Debbie well, her service can be summarized by stating "everything she does that goes unnoticed will be noticed immediately in her absence."

Debbie's organizational knowledge and her willingness to take on several issues allowed me to focus on the current emergency and other matters that were truly pressing. I do not want to replace her position for the sake of filling the position. I have talked with Senior Staff about the options for the position. It has been recommended that I advertise the position locally and work with a committee of staff to make a decision on hiring. The position requires someone who not only can be of value to the City Manager, but who can work with the public and the rest of City Hall staff with a caring and

professional attitude.