



Legislation Details (With Text)

File #:	20-096	Version:	1	Name:	
Type:	General Business	Status:		Agenda Ready	
File created:	1/24/2020	In control:		Town Council	
On agenda:	1/28/2020	Final action:			
Title:	Town Administrator's Year End Status Report on 2019 Work Plan and Review of 2020 Work Plan				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	1. 2019 Work Plan Year End Status Report, 2. 2020 Work Plan				

Date	Ver.	Action By	Action	Result
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SUBJECT: Staff Report
Town Administrator's Year End Status Report on 2019 Work Plan and Review of 2020 Work Plan

DEPARTMENT: Administration

PRESENTER: Malcolm Fleming, Town Administrator

TIME ESTIMATE: 15 Minutes

FISCAL INFORMATION: N/A

Cost as Recommended:
Balance Available:
Budget Line Item Number:
New Appropriation Required:

STAFF RECOMMENDATION:

Presentation on year end status of on the 2019 Work Plan and Review of 2020 Work Plan, followed by Board questions, discussion and direction as necessary.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

On January 13, 2019 the Board considered all the issues and projects confronting the Town and then adopted the 2019 Work Plan. That Plan included 46 projects/issues in priority order and set a rough schedule for the Board to consider each issue. The attached summary table of the 2019 Work Plan reflects the current status of each issue/project. As the table shows, staff completed 29 of the 46 projects, made substantial progress and is close to completing 10 addition projects, and for various reasons, including new issues not on the Work Plan requiring more time than provided in the

contingency, staff had to either defer or is still working on 7 projects. The summary table provides status details on each project.

The second attachment shows the 2020 Work Plan. Incomplete projects from the 2019 Plan will be added to the 2020 Work Plan and staff will continue to pursue and the Town Administrator will continue to provide quarterly status reports all projects.

ATTACHMENTS:

1. 2019 Work Plan Year End Status Report
2. 2020 Work Plan