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December 10, 2008

To: Elk Grove Mayor and Council
From: Laura S. Gill, City Manager *Laura S. Gill*
Subject: **City Manager's General Administrative Report for December 10, 2008**

This is a report by the City Manager to the Elk Grove City Council. This report provides information on issues affecting the City and the progress of City activities.

Budget Earns National Award

The City of Elk Grove has earned a prestigious award for exceeding nationally-recognized guidelines and meeting the highest principles of governmental budgeting. The City's Finance Department was recognized with a Budget Presentation Award by the Government Finance Officers Association of the United States and Canada (GFOA) for the fiscal year 2008/2009 budget.

Earlier this year, the Government Finance Officers Association recognized the City of Elk Grove's Finance Department with a Certificate of Achievement for Excellence in Financial Reporting, the highest form of recognition in the area of governmental accounting and reporting.

Impact Fee Workshop

There will be a Special Meeting of the City Council on Wednesday, January 14, 2009, at 2:00 p.m. to discuss updating the city-wide impact fees. The meeting will be in the Council Chamber and all interested parties are invited to attend. The workshop will include a comprehensive discussion about the proposed capital projects to be necessitated by future development and options for delivery of projects.

Staff & Internal Environment

In preparation for a productive and streamlined 2009, I'm making a few internal changes to staff reporting and the environment inside City Hall. I'm pleased to announce that Rebecca Craig, the City's Finance Director, will now be my direct report. In today's economic climate, it is imperative that my office work directly with Finance, Accounting and Budget. Additionally, Deputy City Manager Frank Oviedo will take on

some additional duties of managing Geographic Information Systems (GIS) as well as Facility Management. His oversight and leadership will be valuable in both areas.

I'm also pleased to announce that we are kicking-off an internal space planning study. This study will evaluate department and staff locations, current and future needs, as well as assist with consolidating some of our staff buildings. I will be keeping the Council closely apprised of this project.

Integrated Waste Grant

The Neighborhood Services Department is pleased to report that today the CA Integrated Waste Board awarded the City of Elk Grove a \$210,000 grant for the design of our own Household Hazardous Waste collection facility. The Board received 32 grant requests; ours was one of 18 that were successful. These important facilities promote recycling and help protect the environment. The Council will receive additional information next year as part of the Transfer Station project.

Coats For Kids

The City of Elk Grove is collaborating with News 10 in the annual "Coats for Kids" drive. Coats collected will go to children and families in need and all coats are welcome – new or used in all sizes. City Hall is open Monday through Friday from 8:00 a.m. to 5:00 p.m. The City will be collecting coats until December 17. Collection areas include both public counters at 8401 and 8400 Laguna Palms Way. For more information about the 'Coats for Kids' program, please visit www.news10.net.

As a reminder, the December 24, 2008, City Council meeting is cancelled as part of the annual recess per Resolution 2007-150.

I am available to answer any questions you may have.

