



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Thomas J. Aspell, Jr., City Manager

DATE: April 1, 2022

SUBJECT: 2022 – 2023 City Council Priorities

Recommendation

Accept this report as to the current status of the City Council Priorities established on February 7, 2022.

Background

Members of the City Council met on February 7, 2022 to discuss and set priorities for the remainder of Calendar Year 2022, as well as for Calendar Year 2023.

Discussion

Listed below, are the accepted priorities, projects and ongoing initiatives; and their respective statuses as of March 31, 2022.

GOAL 1. BALANCED BUDGET ISSUES: FY 2023 and 2024

a) Eliminate Use of Fund Balance to Balance Budget

Status: During the 2021 tax rate setting, the City was able to reduce the FY 2022 budgetary use of fund balance by \$929,611 to \$820,589. For FY 2023, City Administration will review the budgetary use of fund balance to balance the budget and work to responsibly reduce this amount over the next few years.

b) ARPA Strategy

Status: On March 14, 2022, City Council approved a supplemental resolution appropriating \$4,567,295 in ARPA funds as part of the Standard Revenue Replacement Option under the U.S. Treasury Final Rules for ARPA funds. The City received its first installment of \$2,283,647.65 in July 2021 and anticipates receiving the second installment in July 2022. The first installment will be distributed to several City Funds as part of the revenue replacement guidance in FY 2022. The second installment will be allocated as part of the FY 2023 and FY 2024 budget processes.

The General Services Department successfully obtained an ARPA grant in the amount of \$760,000 from the NH Department of Environmental Services to be applied towards a \$3.8 million facility refurbishment at the Hall Street Wastewater Treatment Facility.

c) Health Insurance Costs

Status: The City has received a renewal on their medical insurance with a 10.25% rate increase driven by high cost claimants and the impact of COVID on the industry as a whole. This rate increase was negotiated from a proposed Not-to-Exceed rate of 14.9%. The new rates will go into effect for FY 2023. Also, for FY 2023, the City will pay 90% of the premium and the employee will pay 10% of the premium. This is a change from the 95/5% cost sharing over the last two years.

d) Grant Funding Opportunities

Status: City staff is currently working on a variety of grant funding opportunities.

The General Services Department has completed a grant application for approximately \$75,000 from the New Hampshire Department of Environmental Services to offset, in part, the replacement of a 2001 Mack sludge hauling truck. In conjunction with the Information Technology Department, the General Services Department is also pursuing grant funds to enhance cybersecurity for the City's water and wastewater treatment facilities.

The City is currently working on a Federal Aviation Administration Airport Terminals Program grant.

The Fire Department received \$10,000 in grant funding from the New Hampshire Department of Safety, Homeland Security Grant Program to support technical water related emergencies. It also plans to pursue a FEMA Hazard Mitigation Grant Program grant and a Local Emergency Operations Planning grant to contract the services of professional firms to advise on and update the Hazard Mitigation Plan and Local Emergency Operations Plan, respectively. Both serve as frameworks to aid in response and recovery in the event of a disaster. The Fire Department also plans to pursue a \$50,000 GOFERR Locality Equipment Purchase Program grant to be used to purchase durable equipment to be used on a fourth ambulance due to the increased call volume and system demand caused by COVID. The Fire Department serves as the point of contact for FEMA Public Assistance grant requests for the City and has received, submitted, or identified grant funding reimbursement opportunities related to COVID for wages and materials. Work on these Public Assistance grant reimbursements is ongoing.

The Parks and Recreation Department has applied for two EDA Travel, Tourism and Outdoor Recreation grants. The first one is for the Phase 2 build of Terrill Park, which includes an artificial turf field with lights, parking area, storage building, equipment and associated site work. The Terrill Park project is fully designed and permitted, and is "shovel ready". The second grant is for the design, permitting and construction of the boardwalk section of the Merrimack River Greenway Trail, which will connect the built section at Terrill Park to the new cornfield section near Loudon Road. If awarded, these grants require a 20% match and must be built within four years.

In January 2022, the NH Department of Environmental Services (NHDES) awarded the Abbot-Downing Society a Brownfields Technical Assistance Grant to complete a Phase 1 Environmental Site Assessment and Hazardous Building Materials Survey of the former Concord Stables located at 117.5 Warren Street. The City prepared the grant application on behalf of the Abbot-Downing Society. The cost of these assessments is being paid for entirely by the State. These studies will allow the City and Abbot-Downing Society to further refine the redevelopment strategy for the property, as well as position the project for future potential Brownfields Cleanup Grants from the US Environmental Protection Agency and NHDES to support redevelopment efforts.

GOAL 2. COMMUNITY-WIDE ECONOMIC DEVELOPMENT INITIATIVES TO EXPAND TAX BASE

a) Bricks and Mortar

Status: The commercial construction at Exit 17, called Interchange Development, continues to progress. In March, the Planning Board conditionally approved 1,500 square feet for a restaurant, 2,750 square feet for retail, and 2,500 square feet for a credit union. This is in addition to the already approved Market Basket, State Liquor Outlet, and Wendy's restaurant at the site.

The Grappone Family received conditional approval from the Planning Board for a new Mazda dealership at 134 Manchester Street.

b) Zoning Rewrite

Status: Work continues on the final draft of Phase 1. Phase 2 public meetings have been scheduled for March 28-31, 2022. It is anticipated that staff will bring both phases to City Council at the same time for public hearing and adoption in late 2022.

c) Housing

Status:

- i. **Former NH Employment Security Property:** On May 20, 2021, the City Council approved Resolution #9375, which authorized the City Manager to enter into a Purchase and Sales Agreement with the John Flatley Company concerning sales and redevelopment of the former NH Employment Security property located at 32-34 South Main Street and 33 South State Street. The Purchase and Sales Agreement was executed on May 17, 2021, and subsequently amended on September 14, 2021 and January 11, 2022. The Developer plans to demolish the existing 26,100 square foot former office building and construct a new 80,000 square foot apartment building featuring 64 market rate units. The new development will have an assessed value of \$8 - \$10.24 million, and will generate \$215,000 - \$275,000 in property taxes annually. Due to governmental ownership, the property has been tax exempt since 1979.

On December 22, 2022, the City completed interior asbestos abatement at the property. The estimated cost of abatement was \$332,000, of which \$200,000 (or 60%) was funded by a grant from the NH Department of Environmental Services.

- On March 2, 2022, the Developer secured required variances and special exceptions from the Zoning Board of Adjustment. A public hearing for the Developer's site plan application is scheduled with the Planning Board for April 20, 2022. Subject to receiving development approvals and satisfaction of other conditions, a closing on the sale of the property to the Developer is tentatively scheduled for May 31, 2022. Construction will commence immediately thereafter.
- ii. Penacook Landing Phase 2: On September 18, 2019, the City sold 2.5 acres of the former Allied Leather Tannery site, located at 33-35 Canal Street, to the Caleb Development Corporation (Caleb) for redevelopment into a 54-unit housing project. Phase 1 was completed in October 2020. In October 2021, Caleb was awarded \$467,844 in tax credits from the NH Housing Finance Authority for Phase 2 of the project. Phase 2 will feature 20 apartments, the majority of which will be affordable units. The estimated cost of Phase 2 is \$4.8 million, of which \$3.6 million will be funded by equity generated from the sale of the tax credits. Construction of Phase 2 is scheduled to begin in summer/fall 2022 and will take approximately 10 months to complete.
 - iii. Other: A 16-lot residential single-family subdivision was approved by the Planning Board for a parcel located at the intersection of Sewalls Falls Road and Abbott Road.

d) Economic Development Website Update

Status: In October 2021, InvestConcordNH.com, the previous Economic Development web site, was archived due to significant price increases and a lack of updating during COVID-19. City staff is currently making improvements to, and reorganizing, the economic development portion of the main City website to make it more accessible, informative, accurate, and engaging.

e) Downtown Business Investment

Status: Staff continues to encourage downtown investment and communicate with pertinent property owners.

f) Outdoor Dining/Food Trucks

Status: The Ad-Hoc Outdoor Dining Committee convened four times during this reporting period. A final outdoor dining policy was presented and adopted at the March 14, 2022 City Council meeting. This new policy includes several clarifications to the application process, design standards, and the implementation of a \$3 per square foot usage fee on City property (i.e., sidewalks, public squares, etc.) and a fee of \$1,000 per parking space encumbrance per dining season. The dining season will run from April 15, 2022 to November 15, 2022. The committee will also be forwarding a revised Peddler's ordinance and a new policy for food trucks operating throughout the City for a public hearing in May.

g) Fees/Rent Analysis

Status: The Ad-Hoc Fee Committee has held two meetings to date and continues its work.

GOAL 3. PUBLIC SAFETY WORK

a) Fire Stations and Police Station Analysis

Status: The findings of a comprehensive Fire Department Station Location Study was presented to City Council on February 14, 2022. The Fire Department plans to start long-term planning discussions with City Administration soon.

The Police Department recently underwent a Building Assessment conducted by the H.L. Turner Group. The report generated from this assessment outlined many building deficiencies, safety issues, and spatial needs, both short- and long-term. This assessment also outlined possible options for remodeling of the current building and/or constructing a new building. The Police Department has well outgrown the functional capabilities of its current building. The building, as it stands, now would fall short of many police accreditation standards. The building itself could certainly serve as an asset for the City as part of the City Hall Complex, however, the days where it can serve as Police Headquarters have passed and improvements or replacement have become imperative.

The Police Department will be sharing the results of the H.L. Turner Group Building Assessment with the Public Safety Advisory Board and also discussing the report with the City Administration and City Council in the near future.

b) Enhance Emergency Management Services

Status: A new Firefighter/Advanced Emergency Medical Technician (AEMT) labor grade was approved by City Council in December 2021. This will increase the number of Advanced Life Support (ALS) providers within the Department and will improve EMS service delivery to Concord's citizens and visitors. The Department is on track to have 11 AEMT's by May 1, 2022. At its March 14, 2022 meeting, City Council appropriated funding for and approved the use of overtime to maintain a minimum department staffing level of 20 members. The Department needed to balance the workload of its three ambulances by moving Ambulance 5 from the Manor Station to become Ambulance 1 at the Central Station. This move also brought the ambulance closer to the area of highest service demand in the city. The funding approved by City Council allowed the Department to upstaff Engine 5 with an ALS provider (normally a paramedic) to ensure that the best possible ALS coverage is maintained in Penacook.

GOAL 4. RECREATIONAL/CULTURAL OPPORTUNITIES, PARKS AND CEMETERIES

a) Library, Pools, Arena, BMGC, Trails, MRGT, Recreation Programming

Status: The Concord Public Library partnered with New Hampshire Audubon to connect patrons to a five-part webinar, which started in February 2022, on the Peregrine Falcon in New Hampshire. Attendees will learn the history of the bird, its stages of life, conservation efforts, birding tips and more.

The Parks & Recreation Department's 2022 Spring Brochure came out in early February for programs and activities to be held between March 1st and early June. The Department's Summer Camp Guide came out in mid-March. This summer, the Department will bring back all of its specialty camps (soccer, field hockey, dance, Learn

to Row, Concord TV, etc.). Similar to last summer, the Department will also run its traditional all-day and nature camps.

The Parks & Recreation Department is coordinating the design and permitting of the cornfield section of the Merrimack River Greenway Trail. The City has hired VHB, of Bedford, for the design and permitting for this section of trail.

The Parks & Recreation Department started advertising for summer lifeguard positions in January, with the goal of opening all seven outdoor pools this summer. The Department typically needs to hire just over 40 lifeguards to open all pools.

In the FY 2022 Capital Improvement Plan, there were funds appropriated for court restoration at Rollins Park (\$135,000), Trolley Stop repoint at White Park (\$90,000), and stand alone pickleball courts at Rolfe Park (\$90,000). The court projects should be completed by the end of June 2022, and the Trolley Stop at White Park will begin this spring. In addition, the FY 2022 budget included funds for a pond restoration project at White Park (\$210,000), for which the City is under contract with VHB to create a plan and required permits. Also funded was road repairs at Blossom Hill Cemetery (\$80,000). These projects should be completed before the end of November.

b) **Terrill Park, Kiwanis Park, Skate Park, Penacook Riverfront, Monkey Around Playground, Cemeteries, Recreational Corridor**

Status:

- i. Canal Street Riverfront Park: In 2004, the City held a design charrette for the purposes of soliciting public input concerning redevelopment of the former Allied Leather Tannery complex at 23-25 Canal Street. As part of that exercise, the community expressed a strong desire to develop a new public riverfront park at the Tannery property to support future redevelopment of the site, as well as revitalization of Penacook Village.

In 2012, the City acquired additional property at 5-11 Canal Street to support future development of the park. As part of marketing efforts conducted for the Tannery site in 2008 and in 2015, the City commissioned various conceptual site plans for the former Tannery complex, which included a new riverfront park.

In conjunction with the sale of the portion of the Tannery site located at 35 Canal Street to the Caleb Development Corporation for the Penacook Landing housing project, in September 2020, the City retained a 1.53-acre parcel with approximately 500 feet of frontage on the Contoocook River for the future riverfront park.

As part of the FY 2022 budget, the City Council appropriated \$110,000 of impact fees for design and permitting of the Canal Street Riverfront Park. On November 5, 2021, a Request for Qualifications and Experience was issued to engage a design team for the project. Proposals were received on December 10, 2021. On February 11, 2022, the firm of GPI was selected for the project. Contracts with GPI will be completed by the end of March 2022. Once contracts are in place, the public participation phase of the project will begin. Construction is scheduled for 2023.

- ii. Monkey Around Playground: The Parks & Recreation Department continues to work with the Friends of White Park on their fundraising efforts. In May, the Friends will be holding a cornhole tournament with food trucks to raise money for the playground replacement.
- iii. Kiwanis Riverfront Park: City staff, working with the Recreation and Parks Advisory Committee, the Everett Arena Advisory Committee, Concord Crew and the new Skate Board group agreed the next step in the transformation of the riverfront park is to request design funds in the FY 2023 Capital Improvement Plan. All groups realize that before any improvements are made, there should be an approved Parks Master Plan to follow.

GOAL 5. ENHANCED COMMUNITY EVENTS/ARTS

a) Promote Community Events with Community Partners

Status: Community events continue to be shared through a variety of City channels, including the City Manager's newsletter and social media (Facebook, Twitter and Instagram). The City's Public Information Officer continues to work with the Greater Concord Chamber of Commerce and Intown Concord on coordinated community outreach.

During this reporting period, the City issued permits for 30 events (some happening in the first quarter, others later this year) including political rallies, road race, an Arts Market, and the Rock 'n Race.

The Parks & Recreation Department started scheduling the parks in mid-February for use in 2022. All youth and adult sports leagues will have regular seasons. The Department also started issuing permits for special events held in City parks. Some of the special events that are already scheduled include: SouperFest, an Arts Market in Rollins Park, UNH Law School Graduation at White Park, several 5k road races, Making Strides at Memorial Field, and a Multicultural Festival at Keach Park. The Department is once again hosting several baseball and softball tournaments this spring and summer.

The Parks & Recreation Department has partnered with Intown Concord to run a new special event: EGGsellent Adventures, which will be held at Rollins Park and Bicentennial Square on April 9th.

The Parks & Recreation Department secured sponsorship from the Walker Lecture Fund to add a Sunday morning Concert in the Park series that will be held at White Park this summer and fall. The Department also booked all bands for their annual summer outdoor concert series. The concert series will be announced in May when the main summer/fall brochure comes out.

The Police Department continues to foster its positive relationship with the community through a number of initiatives and events that Department personnel attend and sponsor. Since the beginning of 2022, the Department has worked closely with the schools in both the Concord School District and Merrimack Valley School District. The D.A.R.E. Program was presented in both school districts and the Department's School Resource Officers are actively involved at Concord High School, Merrimack Valley High

School, and Merrimack Valley Middle School. Additionally, Liberty, the Department's comfort dog, makes frequent visits to the schools in the area.

Since the beginning of the year, members of the Police Department have conducted active shooter trainings, as well as safety presentations to businesses and community groups, and also presented fraud education to a local bank. The Department works closely with the New American community and assisted the New American Scholars with their "Students Helping Students" program. This program is designed to promote area high school students assisting and tutoring New American and refugee students who have recently settled in the Concord area. This program also extends beyond the classroom and assists in other areas of life which may be difficult for those new to the country.

The Police Department will soon begin planning for the 2022 National Night Out event, which is the largest event coordinated by the Police Department. This highly successful event promotes crime and drug prevention awareness, generates support and participation in local anti-crime programs, strengthens neighborhood spirit, and promotes police community partnerships.

GOAL 6. SUSTAINABILITY INITIATIVES

a) Energy: LED Street Lights

Status: Approximately 80% of the street lights have been converted to LED. Supply chain issues have delayed the remaining lights. This project is anticipated to save the City in excess of \$600,000 over the next ten years.

b) Diversity

Status: The Concord Fire Department recently hired a second female Firefighter/Paramedic, and a conditional offer of employment has been signed by a female Firefighter/AEMT, with a projected start date of May 1, 2022.

c) Workforce & Housing (Homelessness)

Status: Over the past 24 months, the Penacook Landing multifamily development added 34 units of workforce housing in downtown Penacook and CATCH added 42 units on Village Street. Penacook Landing should start construction on an additional 20 units this summer.

Dakota Partners and the Tamposi Brothers have both advised that they plan to move forward with their respective workforce projects (at least initial phases) this year. Dakota's project on Langdon Avenue would add 192 units at build-out. The Tamposi Brothers development project is projected to build 123 units.

During this reporting period, two additional workforce developments have been tentatively identified, although they have not yet submitted a formal Planning Board application. If they move forward, these projects – combined – would add another 138 units of workforce housing.

The Concord Coalition to End Homelessness has also been working diligently on its Housing First model, recently securing Zoning Board of Adjustment relief for a project at 120 Pleasant Street.

d) Essex Hydro

Status: An agreement was reached with Essex Hydro to enter into a long-term Net Metering Agreement for a portion of their renewable energy generation. The agreement cannot be implemented until approval is received from the NH Department of Energy.

e) Renewable Energy

Status: The City continues to work towards finding partners on renewable energy projects that are in the best interest of the City of Concord and will help achieve the City's renewable energy goals.

f) Trees, Urban Canopy

Status: Since the fall of 2021, the City's Sustainable Tree Program has received approximately 15 applications.

Two property owners have agreed to allow the City to install trees on their property as part of the bump-out project recently approved for South Street.

The City's Tree Committee has met with the Concord High School Environmental Club on a project to ultimately plant trees on its campus.

Arbor Day is presently being organized for April 29, 2022, at Thompson Park on Spring Street. Two trees will be planted at the event.

GOAL 7. TRANSPORTATION

a) I-93, Storrs Street, Stickney Avenue

Status:

- i. I-93 Project: In December, at the request of the NH Department of Transportation (NHDOT), the City Manager, Deputy City Manager for Development, and the City Engineer met with NHDOT senior leadership to discuss concerns the City had with NHDOT's I-93 preferred alternative. These included the impact of the State's improvements at Exit 13 at the Manchester Street intersection with Old Turnpike Road; the State's proposed elimination of the Exit 14 northbound on-ramp and the project's impact on the Merrimack River Greenway Trail; and Stickney Avenue and the proposed Storrs Street extension. NHDOT leadership were receptive and committed to reviewing these concerns and following up with the City.

b) Merrimack River Greenway Trail (MRGT)

Status: In March 2021, the City filed an application for TAP grant funds to support the development of a rail trail on a 1.9 mile section of the Northern Line between Sewalls

Falls Road and the Town of Boscawen. PanAm Systems provided a letter of support for the City's application.

On July 7, 2021, the City entered into a Purchase and Sales Agreement with PanAm Systems/Northern Railroad for a 5.6+/- mile discontinued segment of the Northern Main Line located between Horseshoe Pond Lane and the Contoocook River, as well as a 0.5 mile section of the Concord-Claremont Line located between Horseshoe Pond Lane and the Smokestack Center on McGuire Street.

On October 18, 2021, the NH Department of Transportation (NHDOT) invoked the State's Right-of-First-Refusal (ROFR) for the Northern Line, in accordance with RSA 228:60-b. As such, the City's Purchase and Sales Agreement with PanAm automatically terminated upon the State's enactment of its ROFR. The State enacted its ROFR, as the Northern Line has been designated for a potential future high-speed rail corridor to connect Boston to Montreal. Discussions are ongoing with NHDOT concerning a potential partnership between the City and the State, which would allow the Merrimack River Greenway Trail to move forward while simultaneously protecting the State's interests relative to the high-speed rail corridor.

Following completion of due diligence, the City terminated the Purchase and Sales Agreement for the Concord-Claremont Line on October 25, 2021 due to title concerns.

The City was awarded a Land and Water Conservation Fund Grant to build a section of the trail from Loudon Road south along the Merrimack River. This section of trail (approximately 4,000 feet) is currently under design and permitting, and the grant will help build this section of trail. The LWCF grant does require a 50% match, which the Friends of the Merrimack River Greenway Trail has indicated they will help fundraise for.

In February 2022, the Friends of the Merrimack River Greenway Trail, in partnership with the City, applied for an allocation of Community Development Investment Program (CDIP) tax credits from the NH Community Development Finance Authority for the portion of the project located between Terrill Park and Loudon Road. A decision on the application is expected this summer/fall.

c) **Airport Terminal**

Status: On January 27, 2022, the City held an Airport Listening Session where the consensus among the attendees was to move forward with a new terminal. At the February 24, 2022 Airport Advisory Committee meeting, the committee unanimously recommended the City Council authorize staff to apply for an FAA Airport Terminal Program grant. This program would provide potential funding for the relocation and construction of the Concord Municipal Airport's terminal building, with only a 5% match required. At the March 14, 2022 City Council meeting, the Council authorized the City Manager to apply for this grant. City staff is actively working on the grant application and will apply by the due date, which is March 28, 2022.

d) **Sidewalks: Maintain/Recondition**

Status: The Planning Board continues to require sidewalks on most site plans. In instances where construction of a sidewalk may be premature or inappropriate (no connection within any reasonable distance), the Planning Board has instituted a "fee in

lieu” policy. Under this approach, a fee commensurate with the cost to construct sidewalk would be assessed to applicants seeking site plan approval. The funds generated from this fee would be used to support City sidewalk construction in the future.

e) **Projects: Langley Parkway, McKee Square**

Status:

- i. McKee Square (CIP #31): The McKee Square intersection improvement is presently scheduled in FY 2023 for a traffic assessment and design/engineering, and in FY 2024 for construction. Preliminary options for this work include a roundabout and a signal alternative. If Council opts to move forward with this project in FY 2023, staff will work with its engineering consultants on developing and scheduling meetings with the public and stakeholders.
- ii. Langley Parkway (CIP #40): This project is currently programmed for FY 2024 and FY 2026. A significant portion of the project funding is expected from private contributions or grants. The City will continue to explore all possible funding options.

ONGOING INITIATIVE 1. FORMER TANNERY SITE/PARK

Status: Updates about this project are addressed in Goal 2(c) and 4(b) of this report.

ONGOING INITIATIVE 2. ENHANCED NEIGHBORHOOD STREET PAVING PROGRAM

Status: The General Services Department has received bids for the annual Neighborhood Street Paving Program and it is anticipated that Continental Paving will start the \$2.2 million project in April. The streets to be paved during 2022 are as follows:

- Blanchard Street, Reclaim
- Curtice Avenue, Reclaim
- Foster Street, Reclaim
- Granite Avenue, Reclaim
- Perkins Court, Reclaim
- Prospect Street, Reclaim
- South State Street, from Pleasant to Clinton Street, Reclaim
- South Street, from Pleasant to Clinton Street, Reclaim
- Capitol Street, Cold Plane/Overlay
- Centre Street, from Main to Union Street, Cold Plane/Overlay
- Green Street, Cold Plane/Overlay
- North State Street, from Pleasant to Court Street, Cold Plane/Overlay
- Park Street, Cold Plane/Overlay
- Pleasant Street, from Main to Spring Street, Cold Plane/Overlay
- School Street, from Main to Spring Street, Cold Plane/Overlay
- Warren Street, from Main to Spring Street, Cold Plane/Overlay

ONGOING INITIATIVE 3. BRIDGES

Status: The NH Department of Transportation agreed to add an additional \$14 million in State bridge aid to the Loudon Road bridge project to accommodate a wider bridge with a 14' multi-use path. This renovated bridge will provide a critical connection for the Merrimack River Greenway Trail from east to west, and will also be safer for all cyclists and pedestrians, as well as improve the angle of the bridge today as it intersects with Ft. Eddy Road.

ONGOING INITIATIVE 4. TECHNOLOGY INFRASTRUCTURE IMPROVEMENTS

Status: The Information Technology (IT) Department is currently supporting the Wastewater and Water Treatment Plants in applying for grants related to the cybersecurity and access to control systems throughout the enterprise. This includes working with the Federal Environmental Protection Agency on auditing and creating an action plan for calendar years 2022 and 2023 to improve securing and updating our access controls.

IT has also begun the recruitment process for a Network Security Engineer in a highly competitive market. This position will be the basis of designing and implementing a long-term action plan to review, update, and manage cybersecurity across our various systems, while also creating governance procedures over our internal data access.

The City's Munis migration continues with the expectation to go live with its online permitting module, Energov, in the summer of 2022; as well as a target date of June 1, 2022 for its Munis Utility Billing module. Lastly, spring of 2022 marks the beginning of training and migration to the Munis Tax module, with an expected go live target of Spring 2023, thus completing the conversion from our legacy software packages, New World Systems and Munismart.