

## Administration

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**Kevin L. Sutherland**  
**City Administrator**

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## MEMORANDUM

**TO:** Mayor Lovell and City Council  
**FROM:** Kevin L. Sutherland, City Administrator  
**DATE:** November 18, 2019  
**RE:** **Administrative Update**

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### Council Accomplishments

Given this is the last official meeting of this Council, it would be a good use of the Administrative Update to recap many of the important accomplishments of the Council over the last two years.

#### **Brokering Real Estate:**

- Sale of Lot 14 in Spring Hill Industrial Park
- Sale of Mill Brook Business Park Lot #3, #4, #7, and #9
- Purchase of land for a new business park
- Purchase of land for a public works facility
- Purchase of a parcel downtown as a teen center and additional programming space for Parks and Recreation

#### **Building Stronger Teams:**

- Approved 7 union contracts (twice with the IAFF)
- Confirmed the Appointment of Ryan Sommer as Director of Parks and Recreation and Jack Clements as Chief of Police
- Saw the transition of some Administrative functions such as a Director of Planning and Development and a new City Planner as well as the creation of a Communications Director

#### **Welcoming Businesses:**

- Contract Zone Amendment and Extension -184 Simpson Road
- Amendments to MU3, I-1, I-2, and I-3
- Amended 7 TIF Districts to optimize their use and created a new one to assist Ready Seafood and pay for the sewer debt along Route 1.

- Modified the role of the Economic Development Commission and strengthened its role in assisting staff for reaching Economic Development goals by amending the ordinance that governs this committee
- Paved the way (with amendments to, extensions to, or creations of contract zones – (with the hope that these will go away with the update to the zoning that will be in front of the next Council for consideration in due time) for Convenient MD, Hancock Lumber, Biddeford Saco Dental

**Protecting Saco:**

- Updates to the City Charter to create greater clarity, gender neutrality, and staggering Councilor terms
- Two years of budgets with a flat tax rate
- Update to the Single Use Bag ordinance
- Beach Management Agreement and updates to City codes allowing for the placement of the dredged sand from the Saco River onto Camp Ellis Beach
- Creation of a Blasting Ordinance
- Enhancing the Senior Citizen Tax Relief Ordinance
- Tobacco Zone Free Ordinance

Council hearings required by Code (these happen so infrequently it's worth mentioning):

- An appeal to the Council for a decision by the Coastal Waters Commission (Chapter 118)
- An appeal to the Council for a decision made by the Electrical Code Inspector (Chapter 87)

Staff and I want to thank this Council for all their hard work and dedication to our community. We've accomplished a lot in a short amount of time, and you should all be proud.