

# TOWN MANAGER MONTHLY REPORT

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**To:** Town Council

**From:** Marc Orlando, ICMA-CM, Town Manager

**Date:** January 2<sup>nd</sup>, 2015

**RE:** Monthly Report, December, 2014

**Town of Bluffton**  
20 Bridge St.  
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Bluffton, SC 29910  
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## Town Operations

- Weekly meetings with senior staff team every Wednesday.
- Monthly meetings with individual Department Heads.
- Meeting with Larry Hughes, Lowcountry Economic Alliance Board Member on December 1<sup>st</sup>.
- Meeting with Don Ryan Center for Innovation Executive Director, David Nelems and Clemson Institute of Community and Economic Development representatives regarding Don Ryan Center for Innovation MBA-E program offering on December 2<sup>nd</sup>.
- Meeting with Bluffton Public Development Corporation Board Members Roberts Vaux and Roland King to discuss strategic planning and Development Corporation initiatives and priorities on December 3<sup>rd</sup>.
- Ride-Along with Bluffton Police Department on December 15<sup>th</sup>.
- Meeting with Beaufort County Deputy County Administrator Josh Gruber on December 16<sup>th</sup>.
- Meeting with Beaufort County Administrator Gary Kubic and Deputy County Administrator Josh Gruber to coordinate Bluffton Parkway Phase 5B State Infrastructure Bank Application on December 16<sup>th</sup>.
- Participated in the Urban Land Institute's Regional Market Impact Council Leadership Team conference call to coordinate the upcoming State Conference and Council meeting on December 17<sup>th</sup>.
- Meeting with South Carolina Electric and Gas representatives to coordinate various inter-agency items on December 18<sup>th</sup>.
- Meeting with Beaufort County Administrator Gary Kubic to coordinate various inter-agency items on December 18<sup>th</sup>.
- Meeting with Beaufort County School District Chief Operating Officer Phyllis White to coordinate school accessibility on December 19<sup>th</sup>.
- Meeting with Representative Bill Herbkersman to coordinate Town of Bluffton 2015 Legislative priorities on December 23<sup>rd</sup>.

## Town Council/Town Attorney Related Meetings

- Weekly Mayor / Town Manager meetings every Thursday.
  - Meeting with Councilwoman Karen Lavery on December 3<sup>rd</sup>.
  - Meeting with Councilman Ted Huffman on December 4<sup>th</sup>.
  - Meeting with Councilman Fred Hamilton on December 5<sup>th</sup>.
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- Attended RBC Heritage meeting with Mayor Sulka, Representative Bill Herbkersman, and RBC Heritage representatives on December 9<sup>th</sup>.
- Speaker at Bluffton Chamber Lunch and Learn event on December 9<sup>th</sup>. Topic included Bluffton Public Development Corporation, Don Ryan Center for Innovation, and Town of Bluffton Economic Development initiatives.
- Attended Town Council Meeting on December 9<sup>th</sup>.
- Attended meeting with Mayor Sulka and Bluffton Public Development Corporation Chair Roberts Vaux on December 29<sup>th</sup>.

#### **Community Related Meetings and Events**

- Attended Town of Bluffton Town Hall Christmas Tree Lighting on December 5<sup>th</sup>.
- Attended Bluffton Christmas Parade on December 6<sup>th</sup>.
- Attended Buckwalter Place Christmas Tree Lighting on December 7<sup>th</sup>.
- Attended RBC Heritage Sponsor Day Event on December 8<sup>th</sup>.