



## MEMORANDUM

**DATE:** November 21, 2025  
**TO:** The Honorable Mayor Moore and Council Members  
**FROM:** Barry Sullivan, City Manager  
**SUBJECT:** Friday Staff Report

### Upcoming Meetings

- City Council Meeting **Tuesday, December 2, 2025 at 6:30 p.m.** at City Hall.
- Board of Appeals Meeting **Thursday, December 11, 2025 at 4:00 p.m.** at City Hall.
- City Council Meeting **Tuesday, December 16, 2025 at 6:30 p.m.** at City Hall.

### Events

- City offices will be **closed on Thursday, November 27, 2025 and Friday, November 28, 2025**, for the Thanksgiving Holiday. Thursday's scheduled route will run on Wednesday. Friday route will run as scheduled.

### General Information & Status Updates

- **There will be no Friday Report next week due to the holiday.**
- Mayor Tommy Moore spoke at the Chamber Knowledge NOW Luncheon – State of the City on Wednesday, November 19, 2025.
- Parks and Recreation has completed installing the downtown holiday décor and is now working on the light posts that did not power up. They will begin decorating Leonard Park next in preparation for the train event.
- The portion of Broadway Street that has been closed for construction is expected to reopen on Monday, November 24, 2025.
- Three of the four windows scheduled for replacement at Butterfield Stage have been installed. One window broke during installation, and the City is awaiting shipment confirmation for the replacement.