

You indicated last week you would like to be the City's Primary Point of Contact (POC) for FEMA disasters moving forward. The subject POC form (attached) requires your cell phone number which I can fill in objection, I can then sign the form with my digital signature to effectuate the change. If you have no I am still an Alternate Point of Contact for most of the disasters as former Risk Manager and I added Rita as a second alternate on some of them for her to help close the open disasters out. I understand Orisha may be the next Risk Manager and I am happy to get her up to speed on these disasters for her to eventually take over this role. We can discuss in more detail at your convenience.

Thanks, Rob

Good Morning Mr. Flike-

As directed, I am forwarding to you the completed and signed forms regarding my request to change the Primary POC and Alternate POC in the City of New Rochelle due to personnel changes.

I would also like to request Omar Smalls be removed as Primary and/or Alternate POC on all current and future projects as he no longer works for the City of New Rochelle.

Please feel free to contact me with any questions.

Sincerely, Robert

NYSLRS requests no enrollment of new members online until further notice as per message below.

Please see attached for further processing. Do you know which department(s) did not respond to date?

Thanks, Rob

Good Afternoon Ms. Rooney-

Thank you for your follow up inquiry. I tried again to call you at the number provided and was switched to an automated service.

Therefore, kindly ccontact me to discuss the information you are seeking. My telephone and fax numbers appear below.

Sincerely, Robert

Good Morning Ms. Rooney-

Thank you for your inquiry. I tried to call you at the number provided and was switched to an automated service. Therefore, kindly call me to discuss the information you are seeking.

Sincerely, Robert

Good Morning-

Jeanett Medina, Civil Service Administrator (cc'd), informed me that the Probationary Report is an old form which incorrectly shows the probationary periods. The Civil Service Rules published by the Civil Service Commission under Rule XIV entitled Probationary Term state under paragraph that "Except as herein otherwise provided, every permanent appointment to a position in the noncompetitive, exempt or labor class shall be for a probationary term of not less than eight nor more than thirty-nine weeks", copy attached.

I was further informed that this form is rarely used where only a few departments use it internally for their recordkeeping purposes. Perhaps the Probationary Report should be updated to reflect the current Civil Service Rules in effect are being followed including the proper use and filing of the form.

Vince- I understand you provided training to supervisory staff in New Rochelle in the past touching on topics described below. I would recommend a refresher training session(s) be held if possible for all supervisory staff in all departments which I would be happy to coordinate through HR.

Thank you, Rob

Hi Amir-

Thank you compiling your Job Duties list as Employee Benefits Manager, copied below. I would like to sit down with you and all to discuss the handling/training of your responsibilities including the delegation/assignment of tasks both now and for the future, HR calendar attached. I will be sending an invite to meet tomorrow, Tuesday, 1/31, 2:00-3:00pm. Again, best wishes for continued success in your future endeavors.

Regards, Rob

Hi. Thanks for checking. Email attached.

Jessica-

According to the approved MOA under Article XIII- General Provisions, each unit member shall receive an annual clothing allowance of \$800.

Thank you, Rob

Hi Michelle-

I don't believe this pertains to me. Thanks, Rob

Hi Jeanett-

As a reminder to myself, when you return from vacation, I would like to discuss new positions discussed with Kathleen this week including: Parks Recreation- Sustainability Coordinator; Recreation Supervisor (Approved by CSC?) City Manager's Office- Executive Director of Public Affairs (non-Rep, Salary Grade 5, Civil Service Commission approval re: number of Non-Reps in CM office?) DPW- (see Org chart attached) Move Alvaro to Deputy Commissioner/City Engineer position; fill Secretary to Commissioner position (interviews ongoing); create new Assistant Traffic Engineer position; fill Civil/ Structural Engineer position (vacant from Alvaro moving up); increase Jessica's salary to match new salary for Alvaro's new position Development- Create new Grant Specialist, Grade 7, (CSC approved?)

Thank you, Rob

Attached are photos I have on file regarding the damages caused by the Ida storm flooding. Please let me know if there are any other photos of before and/or after any repairs have been made. I understand some of the pathways leading up to the bridge have been repaired and repairs to the actual stones on the bridge have not been repaired to date. Lastly, please forward to me any invoices, inspection reports, estimates or other documentation you may have on file.

Thank you, Rob

You're welcome and thank you.

Attached are the: 1) Pinebrook Pedestrian Bridge plans; 2) Bridge Contractor Blagodafs contract/specifications; 3) Bridge Design Consultant Mott and MacDonald NY, INC. contract; and 4) Aerial map of Flower City Park with labeling of fields.

Regards, Rob

Good Afternoon Cecelia-

Attached is the memo regarding the maintenance information for the Carpenters Pond Stone Bridge.

Sincerely, Rob

Good Afternoon

Thank you for taking my call earlier today. Again, please send my best wishes to your husband for a full and speedy recovery. Attached are blank C-3 and C-2F forms as we discussed. I have a call into TRIAD, the third party administrator, who handles the City Worker's Comp claims, in request of providing a claim number which I will forward to you as soon as I receive it. Please feel free to contact me if you have any questions.

Sincerely, Robert

Good Afternoon Cecelia

The City Engineer contacted our bridge consultant whose response to the question of respective bridge costs is: 'To rebuild in all wood (or a wood/steel structure) that is properly engineered would likely be in the \$150K range (each bridge)".

Sincerely, Rob

Good Afternoon Jasmine-

I am happy to respond to your inquiry as Amir no longer works for the City of New Rochelle. Copies of the subject contracts are attached.

Sincerely, Rob

Good Afternoon Yamuder,

Also attached is the proposal and purchase order from the Landtek Group who made the repairs. Landtek Group has a proprietary right to repair their own field they installed so there was no contract bid for this work. Lastly, attached is the signed inspection report. Thank you, Rob

FYI I'll keep this on my radar for any updates.

Judy-

Received, thank you. Seems like a good safety resource.

-Rob

Hi Rita-

You, or whomever gathered the data for this form, would certify that the information was transcribed from payroll records or other documents,

-Rob