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December 10, 2019

City Manager's Report

The theme this month has been keeping projects moving forward. We continue to suffer from the lack of a SCADA system to control our water and sewer systems, but remain diligent keeping the system running manually. We had a large waterline break on Friday December 6<sup>th</sup> when a contractor for Pioneer cut a located waterline on Sanderson on the east of town. The main that was damaged was made of transite and unable to be isolated, which required shutdown of the whole town until approximately 2am. The water pressure was restored by midday on Saturday. Chlorine levels were increased through the duration of the event to protect residents. The City was assisted by contractor Trevor Rogers and consultant Steven DeFuentes as well as previous employees, Richard Boyles and Chase Meyers. The City would like to formally recognize these men....our neighbors....who showed up and worked alongside our City workers to restore services for residents.

**Roads:** We have ordered cold patch asphalt to fill the worst potholes. We will resume using hot patch for the majority of our repairs when the weather warms up.

**Admin:** Bi-annual employee reviews are in process. **Sales Tax: October: \$30,687.06** (Down 16.59% from the prior month and 47.37% from the previous year.) Five months into the fiscal period (42% of the fiscal year), reports show that General Government has spent 40.8% of our planned expenditures and received 42.3%\* of our expected revenues. Tax revenues have declined substantially below our budget projections, and the City has taken steps to reduce expenses to cut costs. We expect our current cost cutting measures to compensate for the average sales tax shortfall to date. If the sales tax receipts continue to fall, more cost cutting measures will be necessary. Public Works have spent 43.6% of our planned expenditures and received 45.5% of our expected revenues.

**Projects:** The electronic water meter project is 98% completed. There are currently 8 meters remaining to be installed. The upcoming water read on Dec 15<sup>th</sup> will be completed using the automated reader. The vendor has agreed to upgrade our AMR system to an AMI system to add the features they misrepresented our system to include. The Indian Health Services water line extension project is underway. We expect the project to be completed, inspected and online within 14 days. The SCADA (computer that controls city water and sewer systems) vendor is finished building the panels. I will be onsite in Tulsa to inspect and approve the functionality of the system. Assuming the system meets specifications, on-site installation and implementation will start on January 6th. The library parking and driveway project is prepared for final compaction and asphalt when the weather is warm enough to install it. The community center roofing project is underway. The contractor has dealt with labor cost overruns and materials shortages and expects to wrap up the project next week. Ongoing meetings with FEMA to determine project eligibility and assistance.



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**Parks:** Our parks are winterized and preemergent has been applied. Soil samples will be taken when the ground warms up. The process for improving the land by balancing pH and adding nutrients will be on-going with a goal of reducing our dependence on chemicals.

**Library:** Operating smoothly. The library hours remain (M & W 10-4, Tu & Th 10-6, F 11-2). The library has seen a decrease in patrons this month. The library has a couple of story time events in November on the 8<sup>th</sup> and 22<sup>nd</sup>.

-Ryan Wallace, City Manager

\* Reports show General Government expenditures of 49.0%, but this figure includes transfer out of \$93,972.07 to fund the REAP grant projects. The REAP grants are reimbursement grants, so we expect to be reimbursed for those expenses. At the completion of the grant projects (before the end of the fiscal year) reimbursed funds will be credited back to the General Fund.