



December 11, 2018

## City Manager's Report

**Admin:** Sales Tax Report. (Nov 2018, \$58,302.62) Correcting adjustments to the budget as a result of our plan to not incur more USDA loan debt, have lowered both our projected revenue and expenses for the fiscal period. This has more accurately reflected our small budget surplus for current year to date. This has resulted in showing a budget surplus of 5.5%. This surplus is largely due to greater than anticipated sales tax revenues. Despite diligent adherence to our financial plan, current expenses appear to be 4% higher than they should be at the close of this period. This is primarily due to the annual vehicle payment due in November for the Police vehicle payments. Dispatch transition continues to be smooth. Changes to the SCADA system now notify PWA staff of after-hours water issues. We are currently fighting some nuisance notifications and hope antenna repairs will reduce the number of false alarms our PWA staff receives.

### Projects:

The Safe routes to school project is completed and the Engineer has issued the final construction completion order. The final project construction costs, including all change orders and increases were \$1,715.29 under budget. That means the 100% grant funding will completely cover all costs of the project without financial participation from the City.

The Preventative Maintenance project is progressing, and PWA staff are producing manual pages as time allows.

The School project just had an inspection on Saturday. The contractor intends to complete the temporary kitchen facility within the month.

The tank contractor on the standpipe did not perform the final inspection punch list items, so the City has increased the demand for liquidated damages to an amount equal to the remaining contract funds. The intent is to use these funds in concert with the OWRB grant that was received to fund the initial portion of the AMR project. The AMR project will install highly accurate digital water meters at residential distribution points that will allow the city to read meters automatically, saving 96 man hours per month and increasing accuracy.

The Police department is working on a digital ticketing system that will enable the officers to write better tickets with less work, and speed the fines collections process providing the offenders with the ticket costs at the time of infraction and getting the information to the court clerk more quickly.

**Parks:** The mowing season has completed for the year. We are continuing work on parks related projects like installing barrier fencing around the City Park and James Lowe Library properties. We will schedule the next Stakeholders meeting in February to select the equipment for the parks, using the funds raised by residents.

**Roads:** As the weather turns colder, we will be doing less road repairs. We are continuing to evaluate the DuraPatch repairs on Railroad Ave. Initial results are mixed. Some of the repaired



locations look like they have held up well, while other locations appear to have not had enough emulsion, and the rock never really hardened into the expected patch. I'm in contact with the vendor to determine if the patches are representative of the expected results.

**Wastewater:** This month we pumped approximately 5 million gallons of sewage. The lagoon levels are very full at this time. The PWA submitted a test sample to the testing laboratory to verify the lagoons are able to be discharged. The PWA will continue to monitor levels and request permission to discharge if necessary, to prevent damage to the south cell levy.

**Fresh Water:** This month the City pumped and treated approximately 2M gallons of water. Well 1 remains out of service. All Bac-T inspections have passed. As a result of the standpipe final inspection, several issues were identified and placed on a punch list for the contractor. The largest item was correcting the vaults used for the backflow preventer valves. That item has been completed, but several smaller issues remained open beyond the allowed timeframe for repairs. As a result, the city will need to finish those repairs at its own expense. In response, the City has increased the liquidated damages claim to cover the additional expenses.

**Library:** Operating smoothly. This month the library welcomed 16 new patrons. Current hours are: M&W 10-4, Tu & Th 10-6, F 11-2. We will continue to try to further extend operating hours using volunteer staffing as available. The Library computers remain a very popular attraction. We have a busy month planned. Friday, December 14<sup>th</sup> we are making Christmas ornaments and other crafts. We have had several people reserve a spot, since space is limited. Friday, December 21<sup>st</sup> the library will have story time. Officer Roberts has volunteered to read a book to the kids about police officers and Jason Smith has also volunteered to read a book about firefighters. We are planning on doing story time and other family-oriented activities every Friday.

On a personal note, I would like to wish everyone a Merry Christmas and a Happy New Year. Thank you all for helping to make Crescent a better town. I am overwhelmed by the support I have received from residents and excited to see what we can accomplish together in 2019.

Thank you,  
Ryan Wallace  
City Manager