MEMO

To: Mayor and City Council

From: Mark Gaugh, City Manager

Date: July 1, 2013

Re: Manager's Report

Dangerous Structures – Update on progress from Codes Department

Policies and Procedures Committee – Recently, we have discussed some of the many updates needed for our various City policies. Council Member Eddins suggested that we form a Council Committee to provide some oversight and direction in the area of policy development for the City. Some of the things that need to be updated or reviewed include the Personnel Manual for Employees, and making sure that departmental manuals are not in conflict with the City Manual. For example, we should look at the cell phone use policy, mutual aid policies, overtime and compensatory time policies.

Construction and Operational Projects –

- Bathymetric Survey of Reservoirs- The State Department of Natural Resources has begun the process of measuring the depths of our reservoirs. This is part of the drought assistance that we requested. This information will help us establish new guidelines for water availability during drought.

- Walnut St.- Schedule for this week is to begin storm sewer construction at 6th St. Begin prep and pouring sidewalk along west side Walnut south of Ford. Pour driveway (commercial) at the "Plant Place". MGE/Infrasource is scheduled to complete gas main relocation along Walnut Street for RCB and sanitary sewer improvements – vicinity of Cornhill.

- Council Member Jack and I met with our engineering consultants for the water pipeline project last Wednesday, the 26th. We will continue to work to receive any grant funding available and will need to decide what our consultant will do for us, related to the preliminary work on getting supplemental water commission.

- Drainage Issues- The public works department has several weeks of additional work, due to the heavy rainfall. Ditches and culverts are the main areas of focus. We have had several requests for drainage improvements, and we will do what we can with available funding. Most of these problems exist only with the heaviest rainfall.