



**City Manager**  
**Monitoring Report**  
August 19, 2014

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*Below is a compellation of updates and projects that are either new or have changed since the last City Council meeting.*

- **IT**  
The department is conducting a comprehensive inventory of all City IT equipment. The design and setup of the Finance reporting tool is well underway with a targets roll out of 4<sup>th</sup> quarter. Finally, the department will start an evaluation of the City's printer/copier usage in order to determine where efficiencies and cost savings can be gained.
  
- **CUSTOMER SERVICE**  
  
The Administrative Specialist vacancy will post, internally only, Monday, August 11<sup>th</sup> with a deadline for applications on Friday, August 15<sup>th</sup>.
  
- **FINANCE**  
  
The Finance Manager vacancy has been reposted. Interviews will start the week of September 8th. The part time accounts payable clerk will remain open until the new manager comes on board.
  
- **PUBLIC WORKS**  
**Community Development**
  - Com Dev turned in both Supplies & Services, as well as Personnel budgets for 2015.
  - We will be ramping up effort for Code Enforcement before our seasonal leaves for the winter.
  - We have been diving into issues with land use on the south side of the river and finding some good information.
  - Building permits continue to be issued at a brisk pace, with two more single family homes turned in.**Operations:**
  - Still prepping for swap and changing out radios/meters. Working on getting ready for the move to full time swap.
  - Due to 65<sup>th</sup> Ave water and sewer line construction the Neville's line temporarily had to be switched to Potable water. We should be able to switch back to Non-Potable water soon.
  - Street striping is completed, we will continue to with sweeping.
  - It looks like we may have at least one more round of mowing coming up before the end of the season.
  - We have taken on the duty of "road kill" engineers. All employees have been instructed on the proper disposal techniques.**Waste Water:**
  - The WW flow meter at St. Michael's tie-in at manhole on 65<sup>th</sup> Ave. has been removed and has been sent for repair.

- O'Neil is beginning the installation of the aerator control panel at the Evans WWTP - this is a non-flood upgrade that was delayed by the flood. The underground conduits and cables are still waiting to be addressed - this is a flood related project. We are still waiting on one more quote.

**Parks:**

- Normal maintenance operations for parks maintenance, mowing, irrigation, and forestry.
- Light fixtures at City Park have been replaced.
- We have lost 4 more seasonals, bringing our total to 7. We have interviewed two possible replacements.

- **RECREATION**

Day Camp is closing in on another great summer! After 11 weeks and an overall 52 kids, revenues are at an all-time high! Surveys have been sent out to parents to ensure another successful summer will be in the works for 2015.

THK, the consultants for Riverside Park, just finished up a productive three day visit. They met with citizens, went on park tours, and attended National Night Out on Tuesday night. We are looking forward to seeing what we can develop as a community!