

# City Administrator Report

7/23/2018

Ted L. Agee

**Sidewalk Repairs:** I have spoken with Tim Sinkosky and Chris Doak; We will start seeing movement on this project soon.

**Elevator Approach:** I met with Josh Jostess and Mike Hoffman regarding the approach area by the elevator. The thought was to pave a 160' x 31' area instead of pouring the 10" reinforced sidewalk which was part of the Doak/Sinkosky bid. Central Paving priced the asphalt job at \$24,800 and is included with this submission.

**Antenna Ordinance:** I have an ordinance ready to pass for the meeting. I received no questions or comments, so I kept it standard. If anything arises in the future, we can always update it as we move forward. The ordinance is included with this submission.

**Main Street Wi-Fi:** The Wi-Fi project is progressing. I have talked with George Campbell and we have decided to use the old fire station as the base for the system. It will give us a good, central location and access to the siren tower for antenna height. The base system will be installed first, then the slave transmitters will follow in a separate installation.

**Park Equipment:** First, I encourage the City Council to publicly recognize the considerable amount of hard work Kevin McCullough and Mike Hoffman have done to get the project completed. Playsets are in and the ground cover has been completed as well. There was an issue with the order in which one portion of a playset was not included due to some confusion on the quotes. Alderman Edwards can elaborate on this. Essentially, the section we did not receive was valued at an additional \$24,000. The company has offered the unit to us at a discounted rate of \$11,000 (Alderman Edwards should have the exact amount) pending City Council approval. Beyond this information, I will defer to Alderman Edwards in the matter.

**Camera System:** I received the updated pricing for the park camera system and will include it with this submission. We have found a way to handle the transmission of video feed off-site to city hall without adding internet service to the park. The base unit will be installed at City Hall, thereby not requiring additional expenses of climate control units, as would be required if the base was installed at the park. Previous quotes did not address this problem. Additionally, we added a high-resolution camera which would allow us to capture license plate numbers on vehicles entering/exiting the park. We also increased the capacity of the base unit for expansion and added cameras around City Hall. The total project cost comes to \$9,820. If we chose not to add cameras to City Hall at this time the cost would only decrease to \$8,083. This expenditure is eligible for Business District funds. My recommendation is to proceed with all cameras.

**Time Clock for Office:** After discussing the issue with the auditor, I recommend the City Council suspends the policy of requiring the office officials to use the time clock each day. Because they are salaried appointees/elected officials and not hourly employees, the policy creates unnecessary audit procedures and redundancy. I also believe the issue of oversight regarding absences has now been resolved with the creation of my position.

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**Water Billing Procedures:** At the request of the Mayor, I have examined the procedures for handling water accounts following the death of the customer. My recommendation is included with this submission.

**TIF Resolution:** I verified with Keith Moran the procedures for TIF Inducement Resolutions. If the expenditure comes directly out of TIF through a vote of the City Council, no inducement resolution is necessary. If the expenditure is paid from another fund, then a resolution would need to be passed to present the City the opportunity to reimburse those funds in the future from TIF revenue.