

# City Administrator Report

12/17/2018

Ted L. Agee

**Audit History Analysis:** I am submitting the preliminary 5 year audit history as requested. All financial statements as well as major reconciliation sections are included. It is my goal to add historical logs of the notes to the financial statements as well and will continue to submit additions as they are completed. Please note, this is a tool for Council compiled from historical audit data and not a replacement for the CERTIFIED Audit Report.

**Water Leak Survey:** The leak survey has been completed and we are awaiting the final report on the findings. We do know of a small number of fire hydrants which may have slight seepage. Typically these are eliminated after working the valve a few times. There was also a leak detected at 128 N Walnut Street which is scheduled for repair on 12/18/18.

**Water Meter Reader:** Tim and I were working on the meter reader this morning. The Trimble lost its charge over the weekend and he was unable to begin readings. Apparently, Sensus only has two municipalities with cradle units and most technicians are unaware of how the unit works. They were recommending Michelle use a direct micro USB connection to maintain and charge the unit, but that setup fails to supply charge once the computer is shut down and causes the Trimble voltage to drain. I discovered a secondary port on the cradle and installed the direct link from it to the computer. Now the Trimble should maintain charge at all times and communicate with the system from the cradle itself. The radio read unit is also having issues charging. I have discovered it will not charge with all three replacement rechargeable batteries installed, but will charge with one or two. It looks to be one of three possibilities:

1. The replacement batteries are defective.
2. The charging unit is defective.
3. The radio read unit is defective.

I suspect it is either number one or number two. We are inquiring with Sensus to solve this issue as well.

**Sullivan TIF Agreement:** As per Ordinance 2013/09/23-1, the City of Maroa entered into a TIF Agreement with Sullivan and Sons for the building located at 109 E Main Street. The second and final payment due to the developer becomes eligible on January 1, 2019. On November 1, 2015 Sullivan and Sons transferred ownership of the property to their affiliate company, ISC Enterprises, Inc. While the building is still indeed owned by the Sullivan's, the City needs some clarification as to the proper way to address the dispersal. I am submitting a copy of the ordinance to the City Attorney for direction in the matter and will advise following his opinion.

**Jalisco Restaurant Façade Grant:** While I have not yet received the final application for grant funds from the developer, he is scheduled to appear before Council with the formal request. Based upon information I have gathered from the sign permit, the estimated project cost is \$4758.79, bringing the eligible grant disbursement to a total of \$2289.40.