

City Administrator Report

3/25/2019

Ted L. Agee

Water Leak List:

March 22 nd , 2019	300 block N Pine	1" Service line leak
Pending	400 block N Wood/N Maple alley	

Water Meter Reader: We have switched the handheld reader to the SENSUS model on loan from the supplier and our first trial run with this reader was a success. The usual connectivity issues we regularly encountered in the past were non-existent. We will continue to use this reader in the future and will advise if any issues present themselves.

Sewer Plant flow: Mike Hoffman will be addressing this issue more in-depth in the meeting, but I wanted to highlight the topic here as well. There appears to be a restriction in the 8" line running from the weir pit to the small lagoon. This may be attributed to a fault in the pipe, control valve or a foreign object lodged in the inlet. After some research, it appears the most feasible way of determining and fixing the issue is to hire a diver to enter the large lagoon and plug the 18" feeding the weir pit. This will enable the pit to be drained and allow proper diagnosis and repair of the problem.

Budget: I have presented Council with the preliminary 2019-2020 fiscal year budget. You will notice the format is considerably different from what you have received in the past. What used to be four pages in length is now 16. The reason for this is to give you a more accurate picture of the transactions taking place beyond what you see in your monthly Budget Comparison Report. While that report does show monthly expenses and revenues, it does not list the balance sheet payables, such as loan principal payments, because they are not "expenses" from an accounting perspective. The Comparison report also gives an incomplete picture when inter-fund transfers occur as journal entries.

As time progresses, Michelle (whom has been a tremendous help in supplying the mountain of information I have requested) and I will be modifying line item descriptions in the Comparison Report. As this happens, you will begin to see this report more closely mirror the format of the Annual Budget. The goal is to streamline procedures to eliminate redundancies and potential entry errors and increase utility and transparency within the budget.

The department heads supplied their prospective budgets to me and together we discussed and adjusted line items as necessary in order to present a complete, balanced budget. Additionally, I have added a tentative budget for TIF, Business District and URF funds. I believe this addition to the Annual Budget is important in order to have proper oversight of those funds.

One highlight to share regarding the 2018-2019 budget: The obligation revenues owed to the Water & Sewer Fund from the General Fund were able to be paid down an additional \$87,500 this year, leaving a remaining obligation balance of \$33,000. For those not aware, this obligation stems from former, general accounting practices from many decades ago. With the auditors assistance, the correct amounts were determined and recorded within the system in order to fulfill the obligations.