

MANAGERS REPORT



DATE: October 27, 2022
TO: Mayor Benage and City Council
FROM: Ty Lasher, City Manager
RE: November 1, 2022 Agenda

Proclamation (Item V)

Veterans Day, November 11th - In 1954, the federal government declared November 11th as Veterans Day and designated it a federal legal holiday. Veterans Day is celebrated and commemorated in observance of those Americans serving or have served in the armed forces, for their honor, sacrifice, courage and dedication.

Consent Agenda (Item VII)

The consent agenda contains the October 18, 2022, City Council Minutes. The consent agenda also contains a Petition and corresponding Resolution for Water Main Improvements to serve Homestead Senior Landing.

Appropriations Ordinance (Item VIII)

This reporting period includes one payroll. Utility Maintenance Contractors installed 30 new water services for new construction homes and repaired a fire hydrant. A payment to Utility Service Co covered the annual maintenance contract for the north water tower and the quarterly maintenance contract charges for the south water tower. PD received the eight laptops and docking stations that were approved last year. This is reflected in the Equipment Reserve payment to CDWG totaling \$34,446.

City Requested Appearances (Item IX)

Rosemarie Wood with NonprofitGO would like to introduce her company.

Emily Ryder Tree Board Appointment (Item A)

The Tree Board has one remaining vacant position. Emily applied to be a member and Mayor Benage has spoken with her about the responsibilities. The term will be 4 years and ends in 2026.

Resolution creating a Gravel Roads Task Force (Item B)

At the last council meeting, the decision was made to not move forward on paving roads in Aurora Park. A recommendation was made to create a committee of residents who could come up with possible solutions. Mayor Benage suggested a

Task Force be established for such a purpose. City Codes allow for the creation of a task force via a simple resolution. Included in your packet is a resolution creating the task force, objectives, members and other details. The resolution is on the agenda for input and final adoption.

Professional Agreement with Garver for Gravel Street Consulting (Item C)

With the creation of a Gravel Roads Taskforce, there will be numerous suggestions being made to address the issues identified from the Aurora Park residents. As we have heard in the past, many ideas will come from different parts of the country, address certain issues, have associated costs for the city or residents, address short- or long-term issues and require some type of application. Staff does not have the time to vet each suggestion nor the expertise to judge the value for each option. In fact, staff has received numerous complaints as to their work product in maintaining gravel roads. Therefore, we need a non-biased engineering consultant who can attend meetings, review each option for effectiveness, costs, long versus short term solutions, availability of supplies and contractors. Since Garver completed the drainage study for Aurora Park and has been active in the gravel road discussions, staff felt they had the expertise needed for this project.

Cancellation of the Loyd Group Consulting Agreement (Item D)

At the July 2nd Council meeting, the Loyd Group was hired to complete a financial audit of CCUA. Unfortunately, the firm has been extremely busy and was waiting for the Burns & McDonnell Performance Audit to be completed before starting the financial audit. Staff felt both the financial audit and performance audit could be completed during the same time. As a result, both Scot and staff agreed it was best for the Loyd group to bow out and allow another firm to take over the financial audit.

Financial Consulting Agreement with Burns & McDonnell (Item E)

As a 50% member of CCUA, Bel Aire is responsible for debt service as well as operational costs for the treatment of sewage and water from the plant. Bond documents spell out cost sharing vaguely and CCUA has billed Bel Aire based on what Bel Aire staff feel is incorrect figures. After working with Burns & McDonnell for several months on the performance audit of CCUA, staff felt their financial division could easily complete the financial audit while the performance audit is being completed. The agreement included in your packet allows for that to occur and has been reviewed by the City Attorney.

Agreement with Baughman Engineering for a Water Main Extension in Homestead Senior Landing (Item F)

With homestead needing water to serve their apartments, a water main extension is required. Since Baughman has handled all other design work for utilities, staff and the developer would like to use them for the water main extension. The fee

will be \$30,000 for design and inspections. That cost will be spread as special assessments to the benefiting area.

Revised Use of City Hall Facilities Policy (Item G)

Due to the amount of staff time required to manage city hall rentals and the minimum amount of revenue generated by rentals, the 2023 fee schedule removed city hall rentals. As a result, the use of city hall facilities policy needs revised to reflect no private rentals. However, uses by other groups are still permitted as requested by the governing body during discussions on this topic.

Revised Media Policy (Item H)

The original media policy adopted in 2007 addressed only the cable channel but has been revised several times to include new communication tools being utilized by the city. Over the last four years, the City has added YouTube and other social media tools so staff felt it was important to update the current policy.

Executive Session (Item XIII)

Staff has no need for an executive session

Future Issues (Item XIV):

The regularly scheduled November workshop falls on the 8th at 6:30 pm. Since that is election day, Mayor Benage has suggested the workshop be moved to Wednesday, November 9th.