

City Clerk Staff Report June 13th, 2022

What have I done:

Payment processing, bill pay, claims and payroll, monthly invoices, and monthly will serves, and monthly DMR submission

I completed and submitted the annual EDU report.

I got our new phone system through 8x8 up and running and it seems to be working well so far.

I worked to get our new automatic payment option up and running. June is the first month we are doing automatic payments. If you'd like to sign up for automatic payments, we have information at the front desk.

Completed and submitted the 2022 Children Pedestrian Safety Program Grant Application. I applied for the grant to get funding for a lighted crosswalk system. The proposed lighted crosswalk system will be at the corner of S. Commercial and Peterson Memorial. It will allow children and pedestrian a safer way to cross the highway.

I am working on the closeout of two construction grant projects through LHTAC.

Upcoming dates:

City Hall will be closed June 22-24th for the annual Association of Idaho Cities Conference and training. I will be available by email

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