

## MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Mark B. Roath  
City Manager

SUBJECT: City Manager's Report

DATE: July 8, 2009

### General:

1. Director of Public Works/City Engineer: As of this report, candidate interviews have been conducted, and now background checks are being made on selected individuals.
2. Chief Financial Officer: As of this report, candidate interviews have been conducted, and our executive search firm is undertaking a background check on a potential candidate for the position.
3. City Telephone System: I have received a number of citizen complaints about our current telephone system including the inability to connect to a "human voice" when calling the City. To resolve those complaints as well as to improve communication, I am presently putting together a contract to engage a communications expert to review, and then recommend improvements to our system. The proposed contract will be presented to the City Council on July 28<sup>th</sup> at their regular meeting.
4. Solid Waste (Refuse Collection and Landfill): As reported during our budget work sessions, the City's landfill has very limited capacity to handle solid waste, estimated to be less than a year. The City staff has begun the process of contacting, and seeking proposals, from qualified engineering services to construct additional cell space at the landfill. It is anticipated that a proposal for engineering services will be presented to the City Council on July 28<sup>th</sup>, if not sooner. At the same time, the City staff is looking at various other issues related to solid waste such as how to improve the overall system for our residents; the types of equipment needed for operation of the landfill and refuse collection; etc.

### Departments:

5. Mosquito Spraying: Mel Priddy, Community Services Director, reported that department personnel are spraying on Monday, Wednesday and Friday evenings.
6. Municipal Court Software: Sherry Alessi, Assistant Chief Financial Officer, reported that Incode software representatives, along with staff, have installed the new software. As of this report, Municipal Court will convert to the new Incode software during the week of July 13<sup>th</sup> through 17<sup>th</sup>.
7. Crawford and Associates Hotel Audit Report: Sherry Alessi reported that she recently mailed the Report to all hotels/motels within McAlester. On the same subject, the City's Audit and Finance Advisory Committee will meet on Wednesday, July 15<sup>th</sup> at 4:00 p.m. to discuss the Report. The meeting will be held in the second floor conference room at City Hall.
8. New Fire Station: Harold Stewart, Fire Chief, reported that construction bids will be opened on July 9<sup>th</sup>, in Hugo, Oklahoma.
9. Operation Falcon: Jim Lyles, Chief-of-Police, reported that his department, along with other area law enforcement agencies, participated in a highly successful operation to locate fugitives from justice during early June.
10. Cross Walk Painting: Pete Stasiak, Interim Public Works Director, reported that the Traffic Division plans to begin painting cross walks in the downtown area next week, and then in and around the schools.

Upcoming Regular City Council Meetings:

- **Regular Meeting**, July 28, 2009 at 6:00 p.m. in the Council Chambers at City Hall.
- **Regular Meeting**, August 11, 2009 at 6:00 p.m. in the Council Chambers at City Hall.