

MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Mark B. Roath
City Manager

SUBJECT: City Manager's Bi-Monthly Report

DATE: August 10, 2009

General:

1. Chief Financial Officer: Gayla Duke will begin employment with the City on Monday, August 17, 2009. She will be located in the former office of the City Manager, which is on the first floor of the Municipal Building.
2. Taylor Industrial Park Kiosk: A kiosk has been installed at the entrance to the Industrial Park to show City owned tracts available for purchase. Later, individual signs will be placed at each tract, which will tie back to the kiosk. It is hoped that this kiosk, and tract signs, will make it easier for perspective purchasers to identify available properties within the park.
3. City Organizational Chart: Attached is an organizational chart of the City, which shows each department, and any divisions under said department.

Departments:

4. Skate Park Donation: Bob Wallace, a local businessman, has agreed, in principle, to donate \$90,000 to the City so that the skate park and other equipment at Connally Park can be completed by early next year.
5. Benefit Luncheon: The Fire Department arranged for, and is holding, a benefit luncheon to aid a local resident with expenses related to out-of-state medical treatment.
6. Junk Vehicles: Pride-in-McAlester, with the assistance of the Planning and Community Development Department, is working to identify, and then remove junk vehicles. If residents want to have a junk vehicle removed, they should contact Pride-in-McAlester.
7. New Fire Station: Builders Unlimited, the contractor for the project, has begun site work.

Upcoming Regular City Council Meetings:

- **Regular Meeting**, August 25, 2009 at 6:00 p.m. in the Council Chambers at City Hall.
- **Regular Meeting**, September 8, 2009 at 6:00 p.m. in the Council Chambers at City Hall.

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CITY OF McALESTER ORGANIZATIONAL CHART

