MEMO

To: Mayor and City Council

From: Mark Gaugh, City Manager

Date: September 5, 2017

Re: Manager's Report

Budget Addition – We were advised recently, that a citizen who requires an interpreter (or two) will be attending City meetings on a frequent basis. We anticipate the cost to be approximately $300 per meeting. So, for the upcoming year, I am recommending that we add $10,800 to the respective budget lines to cover interpreter fees. We can do this by a later amendment. We are required to pay the fee and once we schedule an interpreter, we have to pay for it, even if the person requiring accommodation does not show up for the meeting. We are looking into whether we can charge the person if they do not give us adequate notice of cancellation and the City ends up having to pay the bill for the interpreter(s).

Start Smart Program – St. Joseph CAP recently announced that River Bluff Architects is the firm selected for the rehab design of the new Head Start facility, located in the old hospital building. This project is not moving quickly, but will make a very good use of an old building that is worth remodeling. It is in a great location and will turn an eyesore into a community asset.

Energy Audit Service - The City has partnered with Apogee Interactive to provide a web-based energy audit service for our customers. The Energy Advisor software can help the customers better understand their energy usage and provide energy saving recommendations. Apogee also integrates with local weather data to help explain the impact weather has on their monthly utility bill. We hope to have the link available on our website in the coming weeks.

Animal Shelter Working Group – The first meeting for the Working Group is Thursday, August 31.

Economic Development Report by Rumery & Associates – Report is given at the Council meeting, usually on a monthly basis. A report was given at the August 21 meeting.