



CITY OF ALVA

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MEMORANDUM

Date February 20, 2018

To: The Honorable Mayor and Council Members

From: Joe Don Dunham, City Business Manager *JDD*

Subject: Manager's Report

Acceptance of Credit/Debit Cards at City Hall: The City of Alva is researching different alternatives for the acceptance of credit/debit cards at City Hall. When this is put into place citizens or consumers will be able to pay for anything the City charges for, utility bills, traffic tickets, permit fees, etc.

The alternative staff is closely evaluating is a no cost solution to the City of Alva. Citizens will be able to pay bills utilizing a credit/debit card either on-line or in-person at City Hall. Citizens will also have limited access to their account for payment purposes.

The company being evaluated is PayStar is a payment process company that provides services primarily to Utilities and Governments. There is no up-front cost to the City of Alva nor will there be any maintenance fees for this service. PayStar is paid by the consumer with convenience fee. This is a very common structure in today's market place. The proposed pricing structure is \$2.50 for all bills up to \$100.00 then 3.5% for all bills over \$100.00. Within 48hrs of payment, the funds will be deposited to the City of Alva's checking account.

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Young Street Tank Farm Project: The City of Alva held the first progress meeting on the construction of the new water tank on February 6th. At this meeting the City was informed Wynn Construction is on time when compared to the timeline which was published prior to the beginning

of the project. The demolition of the tanks has been completed and they are working on filling in and compacting the ground area around the new tank construction site. We are currently evaluating some change orders but the project is still projected to come in on time and within budget.

Woods County Burn Ban: On January 29th the Woods County Commissioners issued a 14 day burn ban. The proclamation makes it unlawful for any person to set fire to any forest, grass, range, crop or other wildlands. It also precludes campfires and bonfires and makes it unlawful to burn trash or other material that may cause a forest, grass, range, crop or other wildland fire.

Those found violating the ban are guilty of a misdemeanor and face up to a year in jail, a fine of up to \$750 or both a fine and imprisonment.

Recently Governor Fallon issued a 40-county burn ban and Woods County was one of the affected counties.

ARC Shade Structures: This project is moving ahead as planned Morehead Constructions has started working on the baseball side while putting finishing touches on the softball side of the complex.