



CITY OF ALVA

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MEMORANDUM

Date May 21, 2018
To: The Honorable Mayor and Council Members
From: Joe Don Dunham, City Business Manager *J. Dunham*
Subject: Manager's Report

FY 2018-2019 Budget Process - The City of Alva has been working toward developing a balanced budget, while trying to keep the priorities which were identified during the Budget Retreat intact. Staff has finally ready to start the presentation and passage process. There are some funds which the financial plan does have expenditures which exceed revenues but, in the case of these funds there is a fund balance which can cover the excess expenditures this budget year.

In the case of the General Fund and the Enterprise Fund. The Enterprise fund does plan on transferring over \$2 million to insure the General Fund in in balance. Also, to accomplish a balanced budget, there have been some cuts made to the requested Materials and Supplies and Other Services and Charges categories. These cuts may require departments to be careful and evaluate purchases will be made during the FY 2018–2019 Budget Year.

The following is the timeline staff is proposing to pass the budget:

- May 30th – Proposed Budget to be delivered to City Council Members.
- June 1st & 3rd – Advertise Summary and announce Public Hearing over FY 2018-2019 Budget.
- June 7th – Have Special City Council Meeting for Budget Public Hearing.
- June 18th – Pass Budget at Regular City Council Meeting.
- June 30th – Submit Budget to Oklahoma State Auditor Inspector

This time line meets all requirements of Title 11 of the Oklahoma State Statues.

Rural Water Contracts - The City of Alva is working to update the rural water district contracts. They have currently been updated with the Governmental/School Rate for entities outside the city limits. The Districts have been provided a copy of the contract and an estimated financial impact on each District. The only other item in the contract which was not in the previous contract is each district has been requested to provide water loss reports each month to the City of Alva with payment. If everything goes smoothly these contracts should go into effect July 1, 2018.

Siren Testing – There was no siren testing during the month of May because of weather conditions which were in place on the scheduled day of the test.

Swimming Pool Pump Replacement – Earlier this month, I reported there were issues with the swimming pool pump and was concerned about opening on the regular day (Memorial Weekend). The pump is now scheduled to be delivered on May 18th and crews will start to work installing this pump as soon as practical. They will also start filling to pool for opening next week. If there are no additional problems the pool should open as scheduled, Memorial Weekend.

Young Street Water Tank Project - On May 1st staff met with DEQ and Wynn Construction to review the progress on the construction of this water tank. Since the last meeting the tank foundation has been completed. The precast walls and roof panels, along with the inlet and outlet pipe have been started.

The plans for the upcoming month are to complete the tank precast panels and install them during the week of May 7th. Once that is complete Wynn Construction will be working to form and place/grout the joints between the panels. During the week of May 21st, the wire winding will be started so the shot crete can be installed on the tank. During the month of May there will be work on the yard piping and the construction of the pump building slab.

The current project end date is September 7, 2018. I have placed a copy of the Gantt Chart in the City's dropbox if the City Council is interested.
issues.