

From: Matt Harline, City Administrator

To: Mayor & Board of Aldermen

Date: April 17, 2017

Re: City Administrator's Monthly Report – March 2017



- Participated in the meeting of the Public Utilities and Public Works Meeting Committee on March 6th.
- Participated in the meeting of the General Government and Public Safety Committee March 13th.
- Participated in meetings of the Board of Aldermen on March 20th and 27th.
- Assisted with the development of packets for the Committees, Commission and the Board of Aldermen meetings.
- Completed budget document in cooperation with the Board of Aldermen, staff and vendors.
- Conducted annual staff evaluations.
- Met with representatives of Trane on energy efficiency project
- Worked on demolition grant with David Bock of MMRPC. Worked with property owners, MDNR and MECO Engineering to prepare the grant application.
- Researched and worked with City Attorney on parking and rock in the front yard ordinance.
- Met with Jim Ausmus and spoke with MO Secretary of State's office about Maranatha Baptist Church building. Spoke to Darren Adams about 523 South Allen.
- Drove Centralia streets with Phil Hoffman to develop the annual overlay list.
- Worked on City Budget.
- Discussed the Grain Belt/MJMEUC contract on a conference call with Kirkwood, Columbia, and MPUA/MJMEUC staff.
- Spoke with Park Department, Fire Department and J&M Displays about fireworks display.
- Met with a representative of the local USDA office.
- Attended MO PSC hearing.
- Completed Major Water User report.
- Worked with Thompson Law and SEMA to get floodplain ordinance drafted and approved.
- Worked with Altec on electric equipment budget data and preventive maintenance for electric trucks.
- Worked on demolition of the Maranatha Baptist Church building.
- Worked on easement and conveyance documents related to Cobblestone Lake Subdivision.
- Worked with Hubbell staff on pole installation for them and di-electric testing for us.
- Worked with DNR on Water line extension permit issue at Southwest County Estates Plat 4.
- Worked with MMRPC staff and committee chairs on the Comprehensive Plan.
- Attended meetings of REDI, Park Board, and conference call meetings of the MCMA Website Committee, MPUA Joint Operating Committee (JOC) and weekly department heads and City Hall staff.
- Responded to various citizen requests, personnel issues, reviewed payroll, reviewed trash bills and as needed measured construction setbacks and reviewed unlicensed vehicle permits, parts of commercial business building permits, entered building permit information, and answered questions from the media and other tasks.

All of the tasks started and completed required the support of the Board of Aldermen and the cooperation of the staff in City Hall and the rest of the City staff.

Thank you.