



City of New Fairview  
Operational Update  
Week of March 16, 2020

**Operations** – Scott Hunter of Frontier Waste Solutions followed up with me regarding the issue we were having with the two trucks each week. He informed me that he will be removing the dumpster and replacing them with rolloff carts. He indicated he would need until April to accomplish this so we need to be patient. It was nice to see that he was responsive to our concerns. I have contacted the citizen to update her.

We have had two loose dog complaints this week. We are using the new protocol, asking the citizen to take a picture of the dog with their phone and sending it to us. We forward it to Animal Control and they come to town and meet with the dog owner to address the complaint.

Met with Tony Dickey regarding the developer at Fairview Meadows pumping water onto Pioneer Road. Don Strange has contacted the foreman in an effort to address Mr. Dickey's concerns.

**Administration** – I have received one proposal for financial software and expect two more next week. We have three proposals for electronic codification of our ordinances. I will be evaluating those with Monica next week. We hope to have both of these on the April 6 City Council agenda for approval.

I continue to work on a new employee handbook and purchasing policy. I will be bringing forth a Fund Balance policy and Council Procedures and Decorum policy on the April 6 agenda for Council consideration. There will also be an item to consider Budget Amendment #1 and a presentation of the General Fund Budget Report through March 13, 2020.

Due to the order of Governor Abbott that groups of no more than 10 congregate together we are going to try to have a virtual meeting using Zoom. For Monday's

meeting we will use the free version which allows up to 40 participants for a 40 minute meeting. You will need to have a computer or cellphone app at your house with a camera on it to participate. With a \$20/month subscription we can handle up to 100 people during the meeting for any length of time. Zoom will also record the meeting and store it in the Cloud with the subscription service. As the hosts, we can control the meeting and grant access to citizens that wish to speak on a particular item. The entire agenda packet will be on-line for citizens to download, so they will have the same materials as City Council ahead of time. Welcome to the new normal.

We will send out an email to our email list on Friday telling people about the meeting and asking those who wish to speak to fill out a speaker form and send it back either by scanning it or taking a picture with their phone.

### **Building Maintenance**

Molly Maids performed a deep cleaning of the building on Monday. The keypad entry systems were installed on the three doors that lead into the offices. We will provide each Council member the code at the meeting on Monday. The plumber we had scheduled called back and said we were not his service area.

### **Staff**

I have updated job descriptions and performance evaluations for the City Secretary and City Clerk. We are reviewing and discussing these together before finalizing them.

I have hired Jamie Wisdom as a contract laborer to help with street maintenance, mowing and general building maintenance. Jamie has more than 20 years of experience in the construction trades and oil and gas industry. He has a CDL and can handle small plumbing jobs and electrical work. I understand it is not a long-term solution, but when it stops raining Jamie is going to get a few loads of cold mix patch and attempt to make our streets a little more passable.

Say hi to Jamie if you see him out and about in the City truck or if you stop by the Multi-purpose building.