

## MEMORANDUM

TO: Mayor and City Council

FROM: Richard Meyers, City Manager

SUBJECT: Friday Update

DATE: December 14, 2018

### **Youth Advisory Council**

The Cottage Grove Youth Advisory Council will be meeting on Monday, December 17<sup>th</sup> from 6:45 to 8:00 pm in the City Hall.

### **Dryer Demonstration**

Thursday, the Public Works & Development Director and Wastewater Treatment Plant Superintendent toured a Gryphon Dryer installed and operating in Nevada. Gryphon Dryers are used to dry municipal bio-solids creating a class A bio-solid that can be used as a soil amendment/fertilizer. Currently, the Wastewater Treatment Plant contracts with a private contractor to haul and treat the bio-solids produced at the plant for a significant cost. Staff is excited about the technological advancements that have improved the potential of drying the bio-solids at the plant and using the treated material locally potentially at significant savings.

### **Parking Lot Grading**

The Public Works & Development Department has contracted with an excavation contractor to improve the parking lot off 12<sup>th</sup> Street by LuLu's Dog Park. There are several large mudholes in the gravel parking area. The contractor is grading the area to remove the mudholes and to improve the use on the property. Currently the property is rough and hard to maintain, use or monitor. Grading and covering with reclaimed grindings from 6<sup>th</sup> Street will improve the area for use during large events 0.such as Bohemia Days and other activities.

### **Budget and Audit Committee Recruitments**

Do you or someone you know like to work with numbers? If so, you might be interested in serving on the City of Cottage Grove Budget or Audit Committee.

The City is recruiting for two position on the Budget Committee. Anyone who has ever wanted to be involved in creating the City Budget here's the opportunity. Registered voters who reside within the City limits of the City of Cottage Grove are eligible to participate on the City's Budget Committee. The Budget Committee generally meets twice in the spring of each year to consider the Proposed Budget for the following fiscal year. The Committee makes any changes they feel are needed and then approves the budget and forwards it to the City Council for final action.

The Audit Committee meets on a very limited basis to review the City's Comprehensive Annual Financial Report, or in other words, the annual audit statements prepared by an outside auditing firm. The Committee after reviewing the annual audit document with the auditors, recommends action to the City Council regarding the audit. The Audit Committee is comprised of two City

Councilors and three citizens. The Audit for 2017-18 will be completed within the next few weeks. Presently, there is one vacant citizen member position.

To apply for these opportunities to participate, download an application from the City's webpage at: [www.cottagegrove.org](http://www.cottagegrove.org) or pick one up in the City Manager's Office at 400 Main Street. The deadline to apply is 5:00 pm, Wednesday, January 16<sup>th</sup>. A sub-committee of the City Council will review the applications received and make recommendations to the City Council for appointment. For more information, contact the Finance Director, Roberta Likens.

### **Meeting with Auditor**

Finance staff met with the City's Auditor to discuss final preparations of the City's Comprehensive Annual Financial Report (Audit) for fiscal year 2017-18. The annual report is expected to be issued no later than December 31, 2018.

The Audit Committee will be meeting sometime in January or February to review the audit with the City's Auditor. Members of the Committee, the City Manager, and the Finance Director will receive the document and review the information presented. After reviewing the audit document the Committee members will make a recommendation to the City Council concerning the report.

### *Quote of the Week*

*There is no power equal to a community discovering what it cares about.*

*~ Margaret Wheatley ~*