



Memorandum

Office of the Village Manager

TO: Honorable President Howlett and Village Council
FROM: Darwin D. P. McClary, Village Manager
DATE: July 11, 2022

RE: **VILLAGE MANAGER'S REPORT**

STREET REPAIRS

The Department of Public Works has completed an inventory of the street patching repairs that need to be completed this year. We will be soliciting proposals on the MITN bid system and reaching out to local vendors shortly to obtain price quotes.

2022 AUDIT WORK

Stephenson & Company completed its audit field work during the week of June 20 and is now working on the completion of the final audit report. The audit report is due no later than August 31, 2022.

DDA REVENUE SHARING AGREEMENT

After further review of the revenue sharing agreement, it was found that the village and DDA never executed a formal agreement for DDA revenue sharing. In June, the DDA board voted not to make payment on the previous year's agreement (\$45,000). I continue to work with the DDA to resolve this matter and will keep council apprised of the status.

RUSS MACKINDER MEETING

President Howlett and I met with resident Russ Mackinder on July 8, 2022, to discuss his concerns about lack of code enforcement, especially as it relates to enforcement of the nuisance codes. Mr. Mackinder is concerned about the impact that blight and other nuisance violations have on the aesthetics of the community and the property values of surrounding properties. I shared with Mr. Mackinder my intention to shift code enforcement responsibilities to the police department and the establishment of a comprehensive code enforcement program if council approves the changes to the police chief job description at its July 11 meeting. Mr. Mackinder appeared to be satisfied with the response and said that he will monitor progress.

WORKING ITEMS

The following items are currently in progress and will be presented to council shortly:

- Designation of Coronavirus State and Local Fiscal Recovery Fund monies (ARPA)
- Ordinance amendment relating to composition of planning commission membership
- Quarter 1 FY 2022-23 Budget Amendments
- Amendments to Purchasing Policy
- Authorization to seek Stockbridge.gov domain name
- MERS annual conference delegate selection
- Combination of Clerk and Treasurer positions and creation of deputy position – ordinance amendments, job descriptions, and pay ranges
- Request for Proposals (RFP) for engineering services
- Amendments to Credit Card Policy
- Chicken Ordinance
- Deer cull
- DPW laborer position
- 2022 Street Repair Program
- FY 2023-24 Budget Preparation
- DDA/Village Revenue Sharing Agreement
- FYE 2022 Audit

UPCOMING EVENTS

The following activities and events are coming up over the next few weeks:

- OPEN AIR MARKET – Fridays from 4:00 PM to 7:00 PM through October 28 in the township square
- SPECIAL VILLAGE COUNCIL MEETING – Wednesday, July 13, 2022, 5:30 PM, to consider Village Manager Goals and Priorities for FY 2022-23 and water and sewer infrastructure concerns
- SAESA BOARD MEETING – Wednesday, July 13, 2022, 7:00 PM
- STOCKBRIDGE DDA BOARD MEETING – Thursday, July 28, 2022, 6:15 PM
- VILLAGE COUNCIL REGULAR MEETING – Monday, August 1, 2022, 7:00 PM
- PLANNING COMMISSION MEETING – Thursday, August 4, 2022, 6:30 PM