



TO: Village Council
FROM: Debbie Powell, Village Manager
DATE: August 26, 2019
RE: Manager's Report

As August comes to a close, there is much to share on recent activity in the Village.

Swimming Pool and Seasonal Wrap Up

The Helen Stevens Memorial Pool will soon be closing for the season. We have been able to staff the pool longer this year than in the past which has been good. The pool hours for the week of August 26 are as follows: closed Monday through Friday for the first week of school, open on Saturday (8/31) and Sunday (9/1) from 1:00 – 5:00 pm. Staff will be working on Monday, Labor Day, cleaning and putting away the pool supplies for the season. It has been an exciting summer at the pool. I was happy to be able to join in the fun and swim in the pool and attend water aerobics classes.

Financial Investments and Banking

It is tax season and staff is working with the Budget and Finance Committee and local financial institutions to create a secure and diverse investment portfolio for this revenue which will fund operations for the next year. Multiple meetings have been held and much research has been done this month. The August agenda will ask for your approval to designate Frankenmuth Credit Union as a financial depository for the Village. The Village currently banks with Chemical Bank. In the future, we plan to invest with Frankenmuth Credit Union and Northstar Bank also.

Capital Improvement Plan

The fiscal year for the Village is a calendar year. The budget for the Village must be approved before year-end, December 31, 2019. It seems like a long way off; however, staff is already working on the Capital Improvement budget.

Capital Improvement Plan Continued

An icon for the financial management software Munetrix is available on the Village website providing information and transparency for Village funds for the public. However, we have not utilized advance applications of the software such as Capital Projects Budget and Project Planning. It is the recommendation of the Budget and Finance Committee that we enter the data and use this software which will automatically generate reports, provide better efficiency and organization. We plan to continue our software license with Munetrix and upload the Capital Improvement Plan into their application. In the past our Capital Improvement Plan has been created annually in a Word document and has not been updated throughout the year. The Munetrix software will provide better management and oversight of the future capital investments the Village plans to make. A recommendation will appear on the August agenda for your approval.

Grants

The Parks and Recreation Committee met in August and we discussed the fall grant deadlines which are quickly approaching for various philanthropic organizations. It was recommended we apply for a grant to create a pocket park with seating behind the municipal building in the parking lot area where the crab tree is located. The other grant application recommended by staff is a grant for additional seating at the pool. There has been some wear and tear and breakage of the pool chairs and loungers.

I would like to end my Manager's Report by recognizing the **AMAZING** seasonal workers the Village is fortunate to employ over the summer to make our pool and recreation programs so successful! The seasonal Parks Crew did a **TERRIFIC** job this summer too! I would like to extend our appreciation and gratitude to all of them for jobs well done.