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**MEMORANDUM TO THE MAYOR AND MEMBERS OF CITY COUNCIL**

**FROM:** Daryl Hennessy  
**SUBJECT:** City Administrator's Report  
**DATE:** September 20, 2023

**ADMINISTRATION**

**Police and Municipal Building Renovations.** Pricing for the bonds to renovate the city's facilities occurred earlier today. The city received four bids with the lowest bid coming in at the true interest cost of 3.984%. This is just below the preliminary estimate of Baker Tilly and will result in annual debt service payment of approximately \$225,000. Closing on the bonds is expected to occur by October 10, 2023. Also, construction planning with Setterlin Building Company is underway. Setterlin is expected to provide a construction schedule for review at a meeting with city staff on September 21. The construction schedule will help inform the plan for temporarily locating staff during the renovations.

**PLANNING AND DEVELOPMENT**

**Building Permits.** Attached is a summary of the building permit report for August 2023. New construction permits continue to outpace last year's record year. To date, 118 new construction permits have been issued compared with 74 during the same period last year, a 59.5% increase.

**SERVICES AND UTILITIES**

**2023 Street Program.** Strawser Paving continues to perform road improvements. Concrete work is complete, except for an additional stormwater catch basin on Middleview Drive. Road repairs on Walnut Street and cape sealing on various other streets is expected to be completed on September 20. Street markings and improvements on S. Miller Street remain unfinished. The city's inspection contractor, DLZ Engineering, is working with Strawser Paving to finalize the schedule for unfinished work.

# New Construction Historical Trends

MONTH	YEAR					
	2018	2019	2020	2021	2022	2023
JANUARY	4	3	4	5	5	6
FEBRUARY	11	10	0	7	8	15
MARCH	6	5	5	3	5	14
APRIL	13	9	5	2	3	15
MAY	11	9	3	8	12	10
JUNE	7	7	0	7	12	11
JULY	7	3	4	5	6	35
<b>AUGUST</b>	<b>12</b>	<b>7</b>	<b>3</b>	<b>2</b>	<b>23</b>	<b>12</b>
SEPTEMBER	5	3	3	6	18	
OCTOBER	6	1	4	5	13	
NOVEMBER	6	2	1	4	15	
DECEMBER	3	2	2	2	9	
<b>TO DATE</b>	<b>71</b>	<b>53</b>	<b>24</b>	<b>39</b>	<b>74</b>	<b>118</b>
<b>TOTAL</b>	<b>91</b>	<b>61</b>	<b>34</b>	<b>56</b>	<b>129</b>	<b>118</b>

■ New Building Permits in August  
■ New Building Permits January - August

