

**City Manager’s Report**

September 5, 2023

1. **City Manager Recruitment**

I have contacted numerous prospective candidates personally seeking their interest in the position and received inquiries from other potential candidates regarding the permanent City Manager position. The candidates have met with me, been introduced to City staff, and have taken a tour of the city to understand the good, the bad, and the opportunities here as City Manager. I have several that I hope to move forward in an upcoming process with potentially more candidates prior to the hiring process.

1. **Public Works Utility Recruitment**

The City’s Public Works Utility Worker resigned effective September 4, 2023. I began a recruitment two weeks ago to fill the position which ends Friday, September 8,2023. I hope to complete the hiring process by October if qualified candidates are identified.

1. **Oregon State Fire Marshal Grant**

I have been meeting with the OSFM State representative to prepare a proposal report for the 2024-2025 grant award. A report is due on September 15, 2023, with the plan on how the $140,000 (already received) Community Wildfire Risk Reduction award will be spent during that time period. Fire District 3 is also involved in the planning since they provide fire protection for Gold Hill.

1. **Municipal Water Treatment**

The Oregon Health Authority (OHA) has required a Tracer study on the City’s water which had an original due date of May 6,2023. It was not completed then and was scheduled to be done in July. It was not completed in July and has been set for September to be accomplished. Southern Oregon Water Technologies (SOTW) provides contracted services to oversee the City’s municipal water system. SOTW needs and has planned to install a new chlorination system before the study is conducted. I have asked OHA for a reprieve until mid-October due to extreme fire conditions and the need to shut down the Water Treatment Plant while the new system is installed.

The City will still have water during the shutdown from the reservoirs, but the reservoirs aren’t sufficient for an extended firefighting period should the need arise. I have asked SOTW to present to council to update them on the system overall. This was scheduled for the September 5, 2023, meeting but due to illness, it has been rescheduled for September 19, 2023.

1. **Sewer Services Annexation**

Since the passing of the vote to annex sewer services with RVSS, the election needs to be certified by the County Clerk which will take place on September 18, 2023. I plan to bring a resolution to the Council at the meeting scheduled for September 19, 2023, to certify the election results as is required. A copy of the signed resolution if passed by the Council, will be submitted to the Jackson County Board of Commissioners, as part of their process for approval of the annexation. Once completed, the transfer will take place.

I have received the draft of a franchise agreement from RVSS and have an attorney reviewing to ensure that the City of Gold Hill’s interests are maintained. I will be bringing that agreement to the next meeting for approval.