



City Administrator's Report

November 14, 2025

DirectionFinder Citizen Satisfaction Survey

Surveys were mailed to all identifiable households in Smithville earlier this week. Residents should be receiving them soon and may complete the survey by returning the paper form directly to ETC Institute or by using the online link provided in the mailer. A minimum of 300 completed surveys will yield results for a statistically valid sample of responses. Survey results are anticipated to be presented to the Board at a work session in early February, 2026.

Personnel Update

Recruitment for a number of positions is currently underway:

- Three vacancies in the Police Department.
- Two vacancies in the Public Works Department
 - o Wastewater plant operator
 - o Streets maintenance worker
- Two vacancies in the Parks and Recreation Department
 - o Parks maintenance worker
 - o Recreation coordinator
- Interviews are currently being conducted to fill the finance analyst position in the Finance Department.
- The FY2026 Budget includes the addition of three new positions: Animal Control Officer; Parks and Facilities Manager and GIS/IT Technician. Recruitment is currently underway for the GIS/IT Technician position and will begin in January 2026 for the Parks and Facilities Manager. As discussed during the budget development process, collection of Public Safety Sales Tax revenues will determine timing of the animal control position, with recruitment anticipated in early spring.

Public Works Updates

Church and Mill Watermain Replacement: The waterline tie in has been completed. Pending items include street repairs and cleanup. The intersection of Main St and Mill St will be closed on November 17 and 18 to allow the contractor to repair the road.

144th Street Pump Station Project: Epic is making substantial progress with the pump station wet well and force main. Force main work from Highway 169 north to Highway 92 is nearly complete. The bore under Highway 169 is currently underway.

Water Treatment Plant Improvements: Work on filter one is complete, including the removal/replacement of the asbestos underdrain. The filter is anticipated to be back in service next week, following backwashing.

Commercial Sidewalk: The new contractor, Selby Excavating LLC, began work on November 3 and has made progress on the south side of the project near the school. It is anticipated that work to Hospital Drive should be complete net week. Work on the retaining wall should begin next week as well.



The northbound lane of Commercial Avenue (From Stonebridge to Hospital Drive) will be closed from 7 a.m. to 5 p.m. from November 5 through November 19 to allow the contractor to complete work near the school. As this work is completed, the contractor will begin moving north. Starting November 19, the northbound lane of Commercial Avenue will be closed from Hospital Drive to Meadow Street. Weather permitting, the project is anticipated to be completed in January.

OK Trail: Bids were opened October 28. Pending MDNR approval, award of the bid will be on the Board agenda December 4.

River Crossing and Smith's Fork Force Main: This project is out for bid, with opening on December 4. It is anticipated that award of bid will be on the December 18 agenda.

Smithville to Host MML Westgate Luncheon

MML hosts regional luncheon meetings on a quarterly basis. Smithville has been identified as a location to host the May 28, 2026 luncheon at the Senior Center. As

more information is available, we will provide information to you so that you may attend.

Holiday Schedule and Upcoming Meeting Agendas

City Hall will be closed for Thanksgiving on Thursday, November 27 and Friday, November 28.

Mayor Boley has declared two additional holidays: December 26 and January 2. City offices will be closed December 25 and 26 as well as January 1 and 2. The January 6 Board meeting has also been cancelled.