

Administration Report: April 2019

ADMINISTRATION ACTIVITY:

Edward Mitro

- Attended weekly status meetings with the Council President, Vice-President, and the Mayor.
- Continued to meet with representatives of BLN, the Mayor and Town staff to discuss updates to several infrastructure projects in the pipeline for the Town.
- Continued to meet with representatives of Barnes & Thornburg, the Mayor and Town staff to discuss updates to several legal projects currently active for the Town.
- Along with Mayor Haak, continue getting bi-weekly legislative updates from Barnes & Thornburg.
- Continued to work with Aaron Stoner of Enterprise Leasing on Fleet Maintenance for portions of the Town of Zionsville.
- Prepared Town Council meeting packet and distributed to Council and staff, as well as the agenda to the media.
- Met with Finance and Records Director Lacy and Chief Deputy Director Poore to discuss budget documentation items for 2020.
- Met with our insurance broker George Lauck to discuss insurance options.
- Met with Planning and Economic Development Director DeLong, Mayor Haak, and Gary Angstadt to discuss Sycamore Flats proposal.
- Met with Planning and Economic Development Director DeLong, Mayor Haak and representative of the US Census to discuss 2020 Census effort.
- Met with Mayor Haak and Kelly Sayers to discuss Sycamore Flats proposal.
- Met with Chris Lake of Stonegate HOA to discuss Rural to Urban Service District process.
- Met with Mayor Haak and Greg and Mark Albers to discuss Sycamore Flats proposal and traffic concerns in the area.
- Met with Planning and Economic Department representatives and representatives of Kosene & Kosene to discuss development potentials in Zionsville.

Sue Jones

- Continued meetings with members of Aim Medical Trust to put census and claim information together for the Health Insurance Services Proposal for the trust.
- Worked with medical trust underwriters to complete additional info requests for ancillary coverages.
- Consulted with Nationwide and held phone conference to set up Lunch and Learn for town employees in May – continued work with Dianna Webb and our account rep, Josh Ward to prepare flyers to be sent to all employees.
- Met with Amy Lacy and Angie Eggers to put finishing touches on our workflow procedures to work with Kronos for New Hire Orientation
- With Capt Jeff Beam, I attended an Aim Medical Trust conference in downtown Indy. The purpose to get a better idea of the intricacies of the trust; and to be able to discuss how the trust works for current members.
- Worked with Rhonda Gallagher to collect data for Public Safety Medical on types of employee (police/fire) injuries that have been reported and the cost factors associated with those injuries.
- Worked with Auxiant to reassess an employee's costs for medical procedures
- Worked with court to complete needed interrogatories.