

BURLINGTON CITY CLERK'S NOTES OF INTEREST for MAY 2016

City Clerk's Office:

- **Adjusted Sewer Charges:** The Sewer Charge is calculated annually in March and the newly adjusted charge will be on the April utility bills which will be due May 10th. The Sewer Charge is based on water usage through December of the previous year and the first two months of the current year.
- **Closing May 30^h for Memorial Day:** City Hall will be closed.
- **Business Appreciation picnic for Business Managers/Owners** will be Friday, June 3 from 11 a.m. to 1 p.m. at Kelley Park.
- **City Hall closed June 6th (11 a.m. - 1 p.m.)** for an Employee Meeting.
- **Trash Pickup for Fridays** has been changed to 3 hours later than it has been in the past. This is will be the ongoing schedule.
- **Address Numbers** are required to be visibly displayed on *all* buildings fronting on any public street in Burlington. (City Code Chapter IV, Article 7)
- **Keep informed with IRIS:** Sign up for the free Emergency Management Immediate Response Information System to receive future ALERTS, at www.coffeycountyks.org or call Coffey County Emergency Management (620-364-2721).
- Wipes should NOT be flushed wipes, towelettes, or cleansing cloths - even if called disposable. They clog the sewer system.
- **Utility Bills:** If you do not receive your utility bill before the 10th of any month, please call City Hall. Payment of utility bills is always due on the 10th. You can request your utility bill to be emailed as well as mailed.
- **Sidewalk Cost-Share Program:** Property owners are encouraged to apply for help to repair or replace sidewalks or sections of sidewalks.
- **Business Loans:** City of Burlington offers three low interest loans: Two Building Restoration Loans and the long-term Community Development Block Grant. Visit City Hall for information.
- **Keep informed with IRIS - Free:** Get Immediate Response Information System ALERTS, at www.coffeycountyks.org or call Coffey County Emergency Management (620-364-2721).
- **Address Numbers** must be visibly displayed on *all* buildings fronting on any public street in Burlington. Visible numbers help emergency personnel locate you quicker.
- **Tampering with City Utility Equipment and Meters is Illegal.**

Electric Department Distribution: Line maintenance, work orders, line locates

Electric Department Production: Power Plant and generator maintenance.

Parks Department will clean public restrooms and buildings, spray weeds, mow, and plant flowers.

Police Department will

- Work nuisance properties & junk vehicles, training, general duties.
- School will close for the summer, so be extra watchful of children.
- Please drive safely over Memorial Weekend.

Street Department: Normal duties, maintain equipment, and start crack filling city wide.

Water/Wastewater: normal duties, meter reading, line locates, rereads, work orders, install water meter services and sewer traps. Finish installing filter media at the Water Treatment Plant.