**City Manager Report**

February 20, 2017

**Week of February 14th – February 20th**

02/14: Read and Responded to my emails. Spoke with the Public Works Crews at the shop. Spoke to David Gehrke and Leo Schlesener concerning personnel issues, streets, water, electric and other issues. Spoke with Fred Olsen concerning Herington Economic Development Committee issues. Spoke with Chelsea Morris with the U.S. Department of agriculture. She needs Brad Jantz to get in contact with her to discuss Bonds and Bond Counsel. Talked with Brad and passed on to him the Chelsea needs to talk with him on a semi-urgent basis. Spoke with Beth Wade concerning city Zoning and Code issues. She also asked concerning a Reservoir issue. Talked with Jennifer Rand concerning the Tri-County Free Fair Board Meeting tomorrow night at 7:00 pm. Spoke with Bret Beye concerning city personnel and equipment issues. Read and Responded to my afternoon emails. Talked with Larry Pankratz from Salina concerning city issues. Spoke with David Robbins concerning Lake and Reservoir issues. Spoke with Fred Olsen concerning the HEDC Meeting. The meeting has been postponed to a later date. Spoke with Wilma McKee concerning her property at 1218 W. Walnut St. Spoke with Margie Schlesener concerning Zoning and Code violations. Spoke with Merlin Oswald concerning meetings at Tiffany Cattle Company and U.S. Stone Industries tomorrow starting at 9:45 pm. Spoke with David Gehrke concerning a meeting today with Metron at 3:00 pm concerning water meters. Going to meet with Metron. Met with David Saraceni from MetronFarnier. Other staff present was Julie Newbury, Brenda Wildman and David Gehrke. They will be sending us cost figures so I can do a Cost/Benefit Analysis. Spoke with Roger Field of Lindburg, Vogel, Pierce and Faris in Hutchinson, Kansas. Roger and I discussed the Capital Improvement Fund. He asked me to have documentation sent to him from November. I secured City Hall at approximately 6:07 pm.

02/15: Read and Responded to my emails. Spoke to David Gehrke concerning a trip to KMU’s new training facility in McPherson, Kansas tomorrow at 7:30 pm. I am working on the Work Order Service Log. Removed the completed Service and Digging Orders and entered the new Service and Digging Orders. Spoke with David Gehrke concerning next-generation water and electric meters. He is going to set up a demonstration with our current supplier HD. Working on the sound system in the Commission Board Room. Leaving to go to the Herington Regional Airport. Returned from the Airport. Read and Responded to my afternoon emails. Spoke to Shawn Tiffany from Tiffany Cattle Company concerning the new Leases at the Airport. I told him Brad Jantz was reviewing them and that Brad said he would let me know in the morning. Spoke to David Gehrke concerning water meter upgrades and costs. Spoke with Mayor Souza concerning city issues. Spoke with Merlin Oswald concerning Airport issues. He is with Tom from ISG working on the new software for the airplane fueling system. Read and Responded to my late afternoon emails. Spoke to Theresa Drube concerning Herington Police Department issues. Spoke to Assistant Chief Timmons concerning safety equipment that was to be ordered for her use. She said had been ordered and should be here in two weeks. 5:03 pm.

02/16: Read and Responded to my emails. Spoke with David Gehrke and Leo Schlesener concerning the trip for training to McPherson. David, Leo and I went to McPherson at approximately 7:30 am. Spoke with Cathy and Brenda concerning city issues before noon. Spoke with Brenda concerning city issues in mid-afternoon. We returned from McPherson at approximately 4:00 pm. Spoke to Denis Yoder, Interim Superintendent for USD487 concerning issues to be addressed in the meeting of School Board on Friday. I also told Denis I would be getting the sound system totally ready for use in the next few days. He said they would not need it for the meeting. I left for the day at approximately 4:30 pm.

02/17: Left to go to Wichita to pick up a new Control Board for the Commission Room Sound System and to meet with my doctor. Returned from Wichita at approximately 4:43 pm.

02/18: Spoke with Chief Almes concerning city issues. Spoke with David Robbins concerning Lake and Reservoir issues concerning boat inspections and illegal parking in Handicap parking zones. Spoke with Chief Almes concerning Lake and Reservoir issues. He said he found the vehicle described by David and left them a note to follow proper procedures at the Lake and Reservoir. He also told me of another running-at-large dog issue. Spoke to Brad Jantz concerning Legal issues that will evolve from issues at the Lake and Reservoir as well as dog issues and contracts.

02/19: Spoke with Brad Jantz concerning city Legal issues.

02/20: Internet service is down. Internet is now working. Read and Responded to my emails. Talked with Brad Jantz concerning city Legal issues. Spoke with Mike Morgan concerning code violation issues. Spoke to David Gehrke concerning city issues. Talked with Shigeku Juneau concerning street issues on S. G St. Talked with Brad Jantz concerning city Legal issues. Worked on the Work Order Service Log. Removed completed Work Service and Digging Orders and entered new Work Service and Digging Orders. Working on the Expenditure documentation for the City Commission Meeting tomorrow night. Read and Responded to my afternoon emails. Spoke with Denis Yoder, Interim Superintendent for USD 487 concerning the current infrastructure of Fiber-Optic cable going to the area of the old Elementary School. Talked with Shawn Tiffany concerning Lease documentation. Spoke to David Robbins concerning Lake and Reservoir issues. Spoke to Kelly Wiseman from Bowen National Research concerning economic development. She has been unsuccessful trying to talk with Rob Morando, Dickinson County Economic Development Corporation. Rob had referred me to her anytime she needed economic development information in 2016. She said she would be contacting me later in the week to discuss issues. Spoke to Randy from Data Technologies concerning a technology update. Spoke with David Gehrke concerning the Public Works Department’s operations. Spoke with Phil from Phil Uhlik Music concerning the Sound System. Nick Uhlik is supposed to get with me this morning. Spoke with Denis Yoder concerning the Sound System. He said they don’t use the system during Board of Education meetings. Worked on the Sound System. We have a short in the Mixer part of the system that affects continuity of the sound distribution system. Preparing the Commission Board Room so USD487 can meet tonight. Completed the MBFER for January 31, 2017 and distributed it to the City Commissioners. Spoke to Assistant Chief Timmons concerning Herington Police Department issues. I left City Hall at approximately 4:52 pm.