**City Manager Report**

October 9, 2017

**Week of September 3rd – October 9th**

10/03: Read and Responded to my emails. Spoke with Larry Ebright concerning City Code and Zoning Regulations for the city. Spoke to Jason Alt concerning a water leak on Maple Street. I had several documents scanned to go to the City Commissioners. Spoke with Kay Hutchinson, Director of the Morris County Economic Development Corporation concerning mutual interests at the Herington Regional Airport. Spoke to Neal Daney, Director of Projects & Asset Management for the Kansas Municipal Energy Agency concerning them being our Electric Transmission contact through SPA and WAPA. Read and Responded to my afternoon emails. Spoke with Dale XXXXXX, Manager for Atmos Energy concerning natural gas capabilities at the HRA. He said they have a 6” Main with a 160#’s of pressure. Spoke with Kay Hutchinson to receive documentation concerning our mutual project. Spoke with Bill Birnel, Wholesale Electric Manager concerning electrical service at the HRA. Prepared and sent documentation to the City Commissioners concerning tonight’s City Commission Meeting in the Board Room at City Hall. Working on other projects and documentation. Went to the City Commission Meeting. The city meeting concluded at 9:45 PM. Spoke with residents after the meeting concerning several issues. I secured City Hall at 10:30 PM.

10/04: Read and Responded to my emails. Working on documentation requested by the City Commission. Spoke with Kay Hutchinson concerning mutual projects for both entities. Spoke with Brad Jantz concerning city legal issues. Spoke with Chuck Jarnot concerning the project at the Herington Regional Airport. Read and Responded to my afternoon emails. Working from my home office. 8:00.

10/05: Read and Responded to my emails. Spoke with Brad Jantz concerning city legal issues. Spoke to Doug Kinsinger, with the Dickinson County Economic Corporation concerning the new DK CO EDC. Processing several community complaints. Read and Responded to my afternoon emails. Talked with Brad Jantz concerning city legal issues. Went to Wichita. Returned to Herington. Made sure City Hall was secured at 9:47 PM.

10/06: Took the day off.

10/07: Nothing to report.

10/08: Spoke to Leo Schlesener concerning the Public Works Department. Spoke to Bryan Knight, Area Sales Manager for Asphalt Zipper. 1:00.

10/09: Read and Responded to my emails. Talked with Brad Jantz concerning city and Land Bank issues. Constructing a Quit Claim Deed for the Herington Land Bank. Sent the deed to Brad Jantz for review and comment. Spoke to Dave Jones, Chairman of the Land Bank concerning the change in Land Bank Meeting Dates and Times. Copied other information for the Land Bank Meeting scheduled for 5:00 pm Tuesday the 10th at the Tri-County Chamber of Commerce. Read and Responded to my afternoon emails. Prepared documents for Brad Jantz, City Attorney and the City Commission. Forwarded all documentation ordered by the City Commission and Land Bank. Sent notice to the City Commission utilizing the new probationary committee for disciplinary action for Department Heads and Supervisors. Talked with Brad Jantz concerning city legal issues. Secured City Hall at 5:30 PM. Spoke to Brad Jantz concerning disciplinary and other issues. 1:00.

***(The rest of this page was deliberately left blank)***