

**City of Seward, NE**  
**Tuesday, December 15, 2015**  
**Regular Session**

**Item G10**

**CITY ADMINISTRATOR'S REPORT- Bruce Smith**

**Administrative Report:** The City Council will receive an update on capital and other on-going projects.

**Staff Contact:**

## **CITY ADMINISTRATORS REPORT – 12-15-15**

- Numerous meetings on the Seward Country Club. Got job descriptions and pay scales approved. Working on specs to go out for bids on golf carts.
- Did a drive around with Ed and John to look at problem properties.
- Met with Julie of JEO, John, and Mel on the Street 1 & 6 year plan.
- Department head meetings as well as many individual meeting with employees through the week.
- Working on employee targets.
- Completed a Clean Energy survey from Nebraska DEQ
- Attended the Park and Rec Board meeting on December 7<sup>th</sup>, to discuss the golf course.
- Working with utility departments and Seward County Rural on utilities in Highway 15 ROW that may have to be moved for an NDOR future project
- Met with Department of Roads, Federal Highway Administration, and JEO in Lincoln about the Karol Kay project. We will have to buy (condemn) a small amount of land from the homeowner's assoc. per the Feds.
- Set up a TIF meeting for December.
- Met with Mike from NPPD about energy efficiency rebates and projects.
- Met with Cemetery Board to discuss several items including the price of the residential lots for sale and doing funerals on Sunday's and Holiday's. They will bring recommendations to the Council in March.
- Met with Ryne and Max of the Vision Group of the Chamber to discuss the future of the Chamber and other groups in Seward.
- Talked with Paul Grieger of DA Davidson about re-financing existing bonds, issuing a new street bond for projects already completed, and the golf course financing.
- Met with Olsson Assoc. on Roberts Street Project. On Agenda.
- Met with an employee of the golf course to discuss how to handle payments, and on setting fees.
- Working with 2 potential buyers for the residential lots owned next to the cemetery.
- Met with JK Consulting concerning the new Wholesale Power Supply Contract.

The departments are working on the following projects to name a few:

- Working on re-codifying the City Code
- Completed Annual Roads Report
- PD Collected toys for the annual Stuff the Cruiser Party
- Conducting background investigations on officer candidates
- Library did a 3D printed custom cookie cutter program
- Trimming street trees and trees in parks and cemetery.
- Bailing cardboard.
- Put up a fence on the north side of the retention cell on highway 15
- Met with NDOR, Fed Highway Admin on Karol Kay project
- Continuing the installation of LED street lights.
- Met with Olsson on Roberts Street Project.
- Had a Joint Utility Meeting with Seward County REA.
- Working on Web 4<sup>th</sup> service installations.
- Working on a new pump for the raw water lift station for waste water
- Seward County Justice Center inspections.
- Working on updating property maintenance code violation list.
- Reviewing and updating Unified Land Development Ordinance.
- Registrations for Youth Wrestling and Youth Basketball is underway
- Programs continue including 3 on 3 volleyball, and men's basketball.
- 3 people attended Pool Operators School in Omaha.
- General maintenance of all facilities, doing utility locates.