

City of Seward, NE

Tuesday, March 1, 2016

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 - 3-1-16

- Seward Community Golf Course is open for play and we have been selling annual passes at a brisk pace. Closed on the permanent financing.
- Department head meetings as well as many individual meetings with employees through the week.
- Met with a company that does comparability studies.
- Attended a meeting with the company constructing the Verizon building at the north water tower.
- Attended a meeting about the St Johns Daycare project and the possibility of the City doing a retention pond on their property.
- Attended the 2/16 Council Meeting.
- Attended the employees soup luncheon.
- Had a meeting with City Attorney Hoffschneider, Public Works Director Hughes, and school officials on the Star Street project as well as another drainage issue at a homeowners property.
- Attended the NCEA meeting in Lincoln.
- City Clerk Otte and I had a conference call with, Paul Grieger of DA Davidson to answer due diligence questions for the bond refunding approved by council.
- Received applications for a new Parks/Recreation/Golf/Cemetery Director to replace Steve Ferguson who is retiring on April 15. Conducted interviews for the position on Friday, the 26th.
- Met with the Fair Board to discuss the proposed bike trail and the route it will go along the fairgrounds.
- Attended the Nebraska League of Municipalities Conference in Lincoln. Also had a conference call on LB 958 which is a new lid law that would be harmful to cities and villages.
- Attended the Annual Joint Utility Business Partners Dinner we co-sponsor with Seward County Public Power District.

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

- Sweeping streets
- Trimming street trees and trees in parks and cemetery.
- Patching streets
- Working on Ox Bow clean out
- Drafting new Notice and Orders on open property maintenance cases
- Attended a Housing Development meeting.
- Will be attending International Code Council Building Code conference the week of Feb 29th.
- Attended a meeting with NDOR on trail project.
- Continuing the installation of LED street lights.
- Work continues on the 14th Street Substation project and installed wire for SCADA system.
- Attended and co-sponsored the Joint Utility Business Partners Meeting with SCPPD.
- Continued Hauling sludge to city owned fields
- Siphon project continues.
- Prepping for concrete repair at small water tower.
- Training new Police officer.
- Attended drug task force
- Seward County Justice Center inspections.
- Working on updating property maintenance code violation list.

- Working on getting the golf course and ballfields ready for the season.
- Refurbishing equipment at golf course.
- Attended sports field clinic in Omaha.
- Registration has begun for baseball programs.
- Men's basketball program continues.
- Women's 6 on 6 volleyball begins 2/14.
- Youth basketball games continue.
- Refurbishing and building new signage for the parks.
- Pulled pump at swimming pool for repairs.
- Continuing with library programs including computer class, Tai Chi, after school programs, etc.
- General maintenance of all facilities, doing utility locates.
- Working on property closing for Kocian, and the Armory.
- Had a meeting with the County Treasurer on TIF funding.
- Completed a tax questionnaire for bond projects and had a conference call on the refunding.
- Follow-up to 2015 Annual Audit
- Taking applications for the accountant position.
- Talking to vendors on the Wage and Benefit Comparability RFP.