



City of Portsmouth

Office of the City Manager

728 Second Street
Portsmouth, Ohio 45662



TO: Portsmouth City Council
FROM: City Manager Derek K. Allen, ICMA-CM *DKA*
DATE: September 1, 2016, 2016
RE: City Manager's Report September 12, 2016

Due to current work load, time constraints, work commitments and scheduling I am unable to write two comprehensive city manager reports per month. There will be one written report documenting city activities as well as monthly statistics. Written reports prior to the City Council meetings is a new phenomenon that started in January 2014 with my arrival as city manager. It is my understanding that written reports were not submitted previously by others.