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City Administrator Report to Mayor & City Council

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Report:

1. Miss Drive Corridor Study: In preparation for our next meeting, please review the council packet as it has details concerning the scope of work for the 4(F) study by Aecom and Louis Berger. Please forward any questions to my email and I will ensure that we have answers in the council packet.
2. Hershey: Attached to the email is data regarding traffic speeds on Hershey Ave. per the PD's Speed Trailer.
3. Bi-State: Please see the attached Bi-State January Commission packet.
4. Police: Attached is an electronic copy of the Police Department's 2011 Annual Report.
5. Lean: We have been discussing how to begin the City's lean journey with HNI, Trinity, MPW and a few area consultants. We will be meeting again with HNI and a couple of their lean team to see how we can best utilize their assistance. Staff will also be attending the HNI Lean program in March sponsored by the Iowa Lean Consortium.
6. Fire Station: Negotiations continue and we will report as soon as we have solid information. Our initial offer was rejected, but we will be seeking a face-to-face meeting.
7. Concession Stand Contract: On Wednesday, January 18, 2012 Mr. Larry Richardson with Plamor Lanes met with Rich Klimes and informed the City that he would like to terminate the Concession Stand Lease Agreement he has with the City. He noted the reason for his request was that he lost money providing the service this past year (many due to personnel costs). The average gross sales each year equals roughly \$153,000. The 2011 gross sales were \$180,832.07 (record sales). The lease agreement covered the concession stands in Kent Stein Park, the Aquatic Center and the Soccer Complex. This was the first year of a five-year agreement. We will be moving forward with a new RFP as soon as possible. Please let us know if you have any questions, comments, or concerns as we prepare the draft.
8. Council Rules: At an upcoming in-depth session, I plan to have Council Rules on the agenda for discussion. Specifically, I would like to discuss the agenda format. I have also had a request to review Council residency requirements and rules. If there are other Council rules for discussion, please let me know.
9. Bi-State: Please see the attached agenda for the January 25th meeting.

**"I remember Muscatine for its sunsets. I have never seen any
on either side of the ocean that equaled them" — Mark Twain**