



City Administrator's Report – August 26, 2011

TO: Mayor Bower
Board of Alderman
Management Team

FROM: Mahesh Sharma, City Administrator

Community Development

The Grant Administrator (MARC) for the NSP3 Grant is in the process of finalizing the environmental analysis for the applicable target area within each city. The environmental analysis will then be submitted to the State of Missouri for their review and approval. It is anticipated that review and approval by the State of Missouri will take 30 to 45 days, which is anticipated to be the end of October. Upon approval from the State the Housing Specialist (Builders Development Corporation) will be able to begin acquiring houses for rehabilitation or demolition and new construction.

Bids were opened on Friday, August 26th for the Community Development Departments Veterinary Services contract. One bid was received from Raytown Animal Hospital and staff will be reviewing the submitted bid and will begin negotiating a contract with the bidder. The proposal should then be presented to the Board of Aldermen for consideration in October.

Economic Development

Aldi's Ribbon Cutting and Grand Opening are set for Thursday, September 1st, beginning at 8:45am. Tours will be provided by the Aldi Leadership Team for those interested.

Human Resources

Welcome to Karissa Gaskill, Finance Accounts Payable Clerk, and Timothy Amos and Lisa Anderson, Public Works Maintenance Workers, who are starting on Tuesday, September 6th.

Information Security

Security software upgrades were implemented on network workstations and servers to guard against the latest malware threats from the Internet. There has been a significant increase in the amount of Internet borne viruses and malware attempting to infiltrate network and computer protective measures. Computer users (home/business) are cautioned to use diligence when browsing the Internet and receiving emails.

Public Works

Building renovations are 99% complete and final walkthrough will be next week. The final items to complete the project are the installation of telecommunications and data infrastructure at the building. Occupation of the renovated building and office space should be the middle of September.

Notification has been sent to the current concrete contractor that the city intends to significantly reduce the quantities of the contract due to the slow progress. Staff has confirmed with the next low bidder that they are capable of starting in a short time frame and honor their bid prices. Staff is preparing a contract for the next low bidder and will start the contract as soon as a contract is established. The award of the contract will come before the Board of Aldermen on September 6th.

Received the bid for the street striping this past Tuesday, August 23rd, and will bring the contract before the full Board for consideration at the September 6th meeting. The contract will update the faded paint markings in various areas of the city.

Bid opening for the Light Weight Aggregate Seal project is scheduled for next Tuesday, August 30th, at 2:00pm; staff anticipates presentation to the full Board for consideration at the September 6th meeting.

The 350 Highway Bicycle and Pedestrian trail design project was kicked off today with a meeting and a field walk through with Public Works, Community Development and the design consultant. The location of the trail and trail crossings were discussed and a preliminary alignment for the trail was set.

Board, Committee and Commission Meetings, and Events

August 30 – Police Pension Sub-Committee Meeting; Council Chambers, 6:00pm