KEWANEE
EVERYTHING YOU NEED!

MEMORANDUM

Date: December 22, 2016
From: Gary Bradley, City Manager
To: Mayor & Council
RE: Council Meeting of **Tuesday, December 27, 2016**

CLOSED MEETING AT 6:00 P.M.
REGULAR MEETING AT 7:00 P.M.

1. **Enterprise Zone –** The application has been completed and the consultants are in the process of digitizing the information for electronic submission in addition to the hard copy that will be delivered next week.

2. **Henry County Tourism**– In the last memo, I noted a recent meeting with Cathy Foes of the Henry County Tourism and Visitors Bureau regarding the future of the organization, along with the need to change the agreement in place between the organization and the City. We have a meeting scheduled to go over proposed changes to the agreement January 5th. The amended agreement will subsequently be presented for your consideration.

3. **IML Journal –** Dr. Beverly S. Bunch of the University of Illinois Springfield recently wrote an article on Capital Budgeting Strategies, a copy of which is included for your review. The City of Kewanee was highlighted in the piece several times as using best practices and serving as a model that other communities in the state could follow.

4. **BR&E –** In advance of the City's soon to launch Business Retention and Expansion program, I signed up for a refresher training through Business Retention International, and we're in the process of setting up a demo of the synchronist software for use in the BR&E Program. We're also in the process of putting together the marketing materials for the program that will help to make it a success.

5. **Senator Weaver/Representative-Elect Swanson –** The Mayor and I, along with the Mayor and City Administrator of Galva, met with Senator Weaver and Representative-Elect Swanson on December 13th to discuss the Enterprise Zone application, including the review and approval process, and the top[ic of economic development in general, as well as the impact that enterprise zone designation could have on some projects that are in preliminary stages.

6. **CEDS Meeting –** I participated in a Bi-State Comprehensive Economic Development Strategy (CDS) meeting on December 14th, helping to preparing the SWOT analysis for the document.

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7. **Christmas Luncheon –** The City held its Christmas luncheon on December 15th from 11AM-1 PM at the Broken Chimney Restaurant. The food was delicious and everyone enjoyed the gathering. Thank you from the staff that attended the luncheon.

8. **Joint Economic Development Meeting –** I met with the Chamber of Commerce and KEDC this morning to talk about economic development and the programs that we're working on together to make sure that everyone is on the same page. We'll be having monthly meetings on the 4th Wednesday of every month, and other meetings as necessary for the specific programs that we're working on.

9. **Marketing –** When the community and economic development plans were put together, I hadn't anticipated that so much of my coming time would be taken up by working on the Enterprise Zone Application. As we've been completing things like the various incentives, we've done a small amount of marketing for them, but haven't fully developed the marketing plan like I'd intended. Hopefully that's something that can have some attention in the very near future.

10. **Storm Response –** On 12/10/16 salt crews were called out at 2:30 pm and finished applying 54 tons of product at 8:00 pm. On 12/11/16 Salt crews started at 7:00 pm they concentrated on salting and cleaning public lots and finished applying 45 tons of product at 11:00pm. 12/12/16 crews applied 23 tons of product in the school zones and emergency routes. 12/16/16 the crews got all of the trucks ready for the forecasted storm; at 9:00pm the crews applied 56 tons of product and finished the routes at 1:30 am 12/17/16. 12/16/16 at 9:30 pm the crews started the scrape and treat process because of the wind and extreme temperatures they applied 45 tons of product and cleaned up some of the outer areas that were drifting and glazed with ice, finishing at 7:00 the morning of 12/18/16. 12/19/16, crews went to the school zones and re-treated affected areas along with the emergency routes applying 17 tons of product. 12/20/16 one truck went to the outer areas to address the drifting concerns; the crew moved snow from the downtown areas to prevent flooding from melting snow.

11. **Technology –** Facilities & Grounds Maintenance has started the installation of our wireless access points in the Police Department.