CITY COUNCIL MEMORANDUM

To: **Mayor and City Council**

From: **Walter Denton, City Administrator**

Date: **December 10, 2007**

Subject: **FY2008 1st Half Performance Report**

This report contains updates on projects and operations from each department for the first half of our fiscal year from May 1-October 31. We have shifted our report to semi-annually because the Management Team feels that the performance measures are more constructive than quarterly statistics.

The primary focus this period was the summer construction season. The highlight was the ribbon cutting of the Family Sports Park. In addition, we completed North Lincoln reconstruction project and the annual Proposition S asphalt overlay and sidewalk repair programs. We have paved more than 45 miles of streets over the last three years.

In addition, we received the results of the Citizen Survey that is conducted every other year for the City of O'Fallon. As in previous surveys, this year's survey indicated general satisfaction with City services: 83% of respondents rated O'Fallon' s Quality of Life as "Good" or "Excellent" and 72% of respondents rated O'Fallon City Services as "Good" or "Excellent."

There are two primary purposes for the Performance Reports:

1. Our ongoing effort to keep the City Council informed about how its laws and policies are being implemented throughout the organization. A group makes better decisions when they are informed and are comfortable with the issues. These reports contain summaries of department activities that should provide some insight into the day-to-day operations of the City.

2. To provide a management tool with which the Management Team can identify trends and make decisions on operations, budgeting, and staffing levels. Departments collect data on all kinds of things. Our goal with this Performance Report is to integrate this data into a format where we can track and compare activities between previous quarters and years. We did not want to create more busywork for the staff but to identify critical activities within the organization and try to measure them empirically. This way we can measure our performance and make necessary adjustments according to factual analysis.

As always, please contact me if you have any questions or suggestions.