

REQUEST FOR COUNCIL ACTION

Date: 7/7/2014
Item No.: 13.e

Department Approval

City Manager Approval

Patrick Trudgeon

Item Description: Approve City Manager Goals for 2014

1 **BACKGROUND**

2 Councilmembers Willmus and Etten and the City Manager have worked on creating specific
3 works goals for the City Manager to focus on in 2014.

4 The City Council should review the draft goals and provide input for any changes to the goals.

5 The revised goals are listed on Attachment A.

6 **REQUESTED COUNCIL ACTION**

7 Motion to Approve the 2014 City Manager Goals

Prepared by: Patrick Trudgeon, City Manager (651) 792-7021

Attachments: A: 2014 City Manager Goals

City Manager Goals for 2014

Improve the Delivery of Information to the Public

- Working in tandem with the Community Engagement Commission, explore and implement ways to better communicate with the general public, neighborhoods, and individuals, including providing for better and easier ways for persons to communicate directly to the City.
- Complete update of city website.
- Provide easily understandable budget information to the public.
- Continue having a visible presence at public events and participation with civic groups.

Improve the Quality and Delivery of City Programs

- Assure implementation of the Park Renewal Program.
- Implement the Business Retention and Expansion program.
- Assist and implement the work plans of all City Commissions, with special focus on the Community Engagement Commission and Finance Commission.
- Work with Volunteer Coordinator to utilize volunteers in city departments and into more programs.
- Make contact information for Commission members more accessible to the public.

Create Operational Efficiencies

- Continue centralizing the communication efforts of the City within the Administration Department and provide a report to the City Council detailing these results.
- Conduct budget process that ensures that outcomes meet the needs of city operations at the lowest possible cost.
- Utilize the Finance Commission as part of the budget review and formulation process.
- Continue to explore joint services/ventures with surrounding municipalities, businesses, school districts, watershed districts and other governmental entities.
- Fully Implement Asset Management Program to Park and Recreation Department.
- Explore the use of Full-Time Firefighters for the Fire Department as part of the budget process.

Strengthen Organizational Health

- Conduct Diversity Training for Leadership Team.
- Conduct Leadership Training for Leadership Team.
- Work with Departments to create succession plans for leadership.
- Conduct Citywide training on fostering positive relations and good customer service with citizens and the general public.

Promote Environmental Stewardship and Sustainability

- Explore the possibility of utilizing alternative energy solutions, including the use of solar on City property and throughout the community.
- Review policies and ordinances, including the stormwater infrastructure in problem areas and the tree preservation ordinance, to ensure that they promote environmental stewardship.

Strengthen City Council/City Manager Relationship

- Continue Weekly Updates to City Council
- Continue regular meetings and flow of information between City Manager and City Council.
- Improve the quality of presentations and material provided at City Council meetings so that they are concise, clear, and informative.
- Ensure that presenters at City Council meetings are prepared and able to answer questions pertaining to the topic at hand.
- Continue to pursue professional development opportunities relevant to the City Manager position and Public Administration.