

City Council 2009 Goal #1:

Council will implement effective methods of communication with citizen advisory groups and community.

Action Step	Group/Person Responsible	Start Date	End Date	Success Indicator Outcome measure	Resources Required	Priority
Council will develop and initiate a communication plan for presentation of 2009 Council Goals:						
Establish Council Goals	Council and City Staff	In process	March 2009	Council adopts 2009 Goals	Time	1
Communicate Council Goals to citizen advisory groups and establish their roles and responsibilities in implementation	Council Liaisons and Board and Commission Chairs	April	April 2009		Time	1
Communicate Council Goals to staff and establish action steps.	City Council/Mayor and City Administrator	April	April 2009		Time	1
Communicate Council Goals to general public through website, newsletter, local media and townhall/ward meetings.	Mayor/City Council City Administrator and Advisory Groups.	April	Ongoing	Consistent and coordinated message from Council/Advisory Groups/and staff that is tailored to appropriate audience.	Time	2
Council will establish an effective two way communication process for the community:						
Establish process for citizens and advisory groups to bring forward ideas, concerns, and solutions.	Council/Chairpersons	May			Time	2
Establish a regular reporting process from advisory groups on furthering Council Goals.	Council/Chairpersons	May	Ongoing		Time	2
Council reports on accomplishments/annual report.	Mayor/Council/City Administrator	Dec	Jan. 2010	Annual Report used as basis for 2010 Goal Setting Process	Time	2

City Council 2009 Goal #2:

Council will build a foundation for a vibrant community where resources are carefully managed and preserved and which integrates economic, environmental and community values for long term success.

Action Step	Group/Person Responsible	Start Date	End Date	Success Indicator Outcome measure	Resources Required	Priority
The Council will establish a long-term sustainable financial framework:						
Actively plan to maintain and improve city operations without state support <ul style="list-style-type: none"> • Funding major facilities projects within the community's ability to afford the debt. • Identify and prioritize core City services to ensure excellent service within the financial limitations of the city • Continue CIP process • Supporting EDA initiatives, • Evaluate cost saving measures, resource sharing, etc. 	Department Managers and City Council	May 2009	September 2009 then on-going	Adoption of 2010 Budget and 2010 - 2014 CIP	Time	1
The Council will establish policies which establish long-term sustainable management of the natural resources:						
Establish citywide energy policy and benchmarks.	Council/Boards & Commissions/Staff	Imm.	On-going	Measured by targets set for greenhouse gas emissions	Time	
Coordinate resource management by using multi-jurisdictional planning for stream protection, natural resources preservation, wind energy, etc.	Council/Boards & Commissions/Staff					
Develop policies which promote land development practices that protect open space and agricultural land.	Council/Boards & Commissions/Staff			Do land development codes reflect this initiative?		

Action Step	Group/Person Responsible	Start Date	End Date	Success Indicator Outcome measure	Resources Required	Priority
The City Council will adopt and implement land use policies and practices which promote sustainable land use:						
Complete and adopt new land development regulations that are intended to foster compact development, pedestrian scale streetscapes, environmentally sound practices, and prioritize redevelopment and infill as well as streamline the development process.	Council/Boards & Commissions/Staff		On-going	Do land development codes reflect this initiative and adopted Comprehensive Plan?	Time,	
Development of a NW annexation master plan.	Council/Boards & Commissions/Staff			Approval of Master Plan, which reflects the Comp Plan and Land Development codes.	Time and Financial Resources	
Develop an annual report on Comp Plan implementation and recommended changes.	Planning Commission		December		Time	
The City Council will promote a sustainable transportation system which enhances economic growth and improves all modes of transportation:						
Complete Safe Routes to School engineering study and continue involvement in the SRTS Task Force through the remainder of the grant program.	SRTS/Staff		Late Summer 2009	Study completed in time to submit grant application to fund identified projects if necessary.	Time	1
Review all Development Projects and City Projects for opportunities to improve pedestrian/bicycle access to downtown and near schools. These may include: <ul style="list-style-type: none"> Continue streetscape improvements incl. bicycle racks Plan for improved pedestrian crossing of TH3 to downtown Mill Towns Trail improvements to and through downtown Elimination of gaps in sidewalk/trail network near schools; evaluate problem intersections and needed crossings. Implementation of bicycle lanes as identified in Park & Trails System Plan 	Council/Boards & Commissions/Staff	Ongoing			Time	1

Action Step	Group/Person Responsible	Start Date	End Date	Success Indicator Outcome measure	Resources Required	Priority
Promote and support the initiation of a MnDOT environmental impact study/corridor study for future improvements to the TH19 corridor from I35-TH56.	Council/Boards & Commissions/Staff/Community	Ongoing	Fall 2009	Study Commences	Time	1
<p>Completion of a long-term Infrastructure CIP which includes:</p> <ul style="list-style-type: none"> • Plans for preserving opportunities for infrastructure improvements including trails as identified in comprehensive planning documents through official mapping, acquiring easements, rights of way and other tools. • Development of a Right of Way use policy which includes fiber optic and utility infrastructure. 	Council/Staff				Time	2
<p>Complete Fiber Optics Study and recommend business model for implementation. This may include:</p> <ul style="list-style-type: none"> ▪ Partnerships with communication companies. ▪ Investigation of possible grant opportunities. ▪ Public education on benefits of broadband infrastructure. 	Council/Staff	Ongoing	June 2009	Presentation and consideration by Council	Time Legal Fees	1

City Council 2009 Goal #3:

Council will improve city facilities to ensure excellent service to our citizens within the financial limitations of the city.

Action Step	Group/Person Responsible	Start Date	End Date	Success Indicator Outcome measure	Resources Required	Priority
Establish prioritized facility improvement program:						
1. Establish rough budget estimates for facility improvements 2. Develop financing scenarios / alternates 3. Develop timelines for construction of new / rehabilitation of existing city facilities 4. Coordinate timelines / financing with 2010 – 2014 CIP process. 5. Approve facility improvement program, 2010 – 2014 CIP	Boards/Commissions/Department Managers, and City Council	May 2009	August 2009 then on-going	Adopted 2010 – 2014 CIP which includes financial models for funding identified improvement projects.	Time	
Safety Center:						
Receive recommendations of the Task Force	Council	Current	May 2009	Consideration by Council to accept/adopt recommendations	Time	
Citizen education and input process on project recommendations and funding options.	TaskForce, Council, staff	May 2009			Time	
Complete land acquisition and design work	TaskForce, Council, staff	Summer/Fall		Identified land parcel acquired by City/Approval of final design by Council	Commitment of financial resources	

Action Step	Group/Person Responsible	Start Date	End Date	Success Indicator Outcome measure	Resources Required	Priority
Library:						
Complete Library fundraising feasibility study	Library Board	Current			Time and funding	
Design charette program along Washington Street from 2 nd to 5 th , including parking	Library Board, EDA, Mayor	Spring			Time and funding	
Citizen involvement and input on Charette outcomes	Library Board & EDA				Time	
Establish project funding strategies.					Time	
Liquor Store:						
Complete required repairs and deferred maintenance	Staff	Current	Summer	Project completed within financial parameters	Committed financial resources and staff time	1
If opportunities are presented consider alternate site locations	Staff	Ongoing			Time	3
Parks:						
Develop and inventory property or easement needs and establish a funding strategy for the development of the Greenway Corridor Plan	PRAB/Staff	Spring			Time	1
Skate Board Plaza: 1. Reach a consensus on site, design, and affordability issues. 2. Establish funding strategy. 3. Establish location and need for temporary plaza.	PRAB/Council	Current	Summer	Consideration of approval by Council	Time	1
Develop recommendations to improve park operating efficiencies or cost controls which may include: 1. Inventory of parkland that could be divested or used for other civic use. 2. Inventory of park areas where turf grasses could be eliminated. 3. Develop an "Adopt-a-Park" Program.	PRAB/Staff/ Council	Spring	Fall		To implement may require financial commitment and community support.	2

City Council 2009 Goal #4:

The Council will implement a systematic approach to problem solving and decision making.

Action Step	Group/Person Responsible	Start Date	End Date	Success Indicator Outcome measure	Resources Required	Priority
Establish Metrics for Decision Making:						
Adopt level of service standards, goals, and other data standards to support decisions of Council	Department Managers and City Council	May 2009	August 2009 then on-going	Level of Service standards, Council goals and other goals are clarified and incorporated into staff advice for Council decisions	Time	1
City Council Decisions to Stay at High Policy Level:						
City Council discussion at meetings should be directed at the policy level and not the administrative, operational or design level.	Mayor	Immediate	On-going	Frequency at which Mayor or other Council members remind the group of the need to keep discussion at the policy level	time	
Information obtained by one Council member from staff will be shared by staff with all Council members	Staff, Council, Mayor	Immediate	On-going	Frequency at which staff distributes memos and e-mail to all Council members	time	
City budget prepared as a longer range financial plan representing how the City Accomplishes the Adopted Vision on an annual basis:						
Metrics' goals and adopted plans are incorporated into the budget	Department Manager	Fiscal year 2010 budget process	On-going	Department Annual reports, City Administrator Budget message in subsequent year budget document	Time, Focusing revenues and expenditures on accomplishing metrics and goals	1

Action Step	Group/Person Responsible	Start Date	End Date	Success Indicator Outcome measure	Resources Required	Priority
Adopt a Decision Making Continuum System:						
Recognize that all Council decisions should adhere to a decision making continuum (Directing, Selling, Consulting, Participating, Delegating)	City Council			Council acts to acknowledge the decision making continuum	Time	2
Adopt decision making principles that align with continuum	City Council, staff			Principles adopted	Time	2
Mayor and City Administrator categorize agenda items in relation to decision making continuum.	Mayor, City Administrator			Agendas are developed using the continuum categories	time	2
Undertake a "Sunset" Review Process of All Boards and Commissions:						
Adopt City Council goals	Mayor, Council		2 nd qtr 2009		time	1
Meet with each Board and Commission to review purpose of Board or Commission in relation to laws, plans and goals of the Council	Mayor, Council	2 nd qtr 2009	3 rd qtr 2009	Meeting conducted	Time	2
Determine which Board or Commission remains or a re-aligned to support laws, plans and goals of Council	Mayor, Council	4 th qtr 2009	4 th qtr 2009	Indication from Council to Board and Commission indicating alignment, re-alignment or sunset	time	3