



**PLYMOUTH CITY COUNCIL
SPECIAL COUNCIL MEETING**

MONDAY, FEBRUARY 12, 1996

7:00 P.M.

Public Safety Training Room

1996 Goals and Objectives

I. Progress on 1994 - 1995 Goals and Objectives

II. Discussion of Proposed 1996 Objectives

III. Voting on Objectives

IV. Discussion of Results

V. Next Steps

MEMO

CITY OF PLYMOUTH

3400 PLYMOUTH BOULEVARD, PLYMOUTH, MN 55447

DATE: February 9, 1996

TO: Mayor and City Council

FROM: Dwight Johnson, City Manager
Kathy Lueckert, Assistant City Manager

SUBJECT: Study Session--1996 Council Goals and Objectives

INTRODUCTION AND GOAL FOR STUDY SESSION

Monday evening's study session will focus exclusively on establishing your goals and objectives for 1996 - 1997. The choices you make will set the City's workplan for the coming months. The goal for the evening is to reach consensus on a general priority list of objectives and projects. Staff will then develop a detailed workplan based on these priorities and present it to you for approval in March.

AGENDA AND GROUNDRULES

The proposed agenda and ground rules for Monday evening are as follows:

- **General discussion of 1994-1995 Goals and Objectives.** You and the city have accomplished a great deal in the past two years. Some reflection on where we've been and what we've done will set the stage for a discussion on what's to come.
- **General discussion of proposed goals and objectives.** This is an opportunity to talk about any of the goals and objectives submitted by councilmembers or staff, and to gain more understanding of the proposals. *The purpose is to clarify the meaning and intent of an idea, not to comment on its merit.*
- **Voting and Prioritizing.** Once folks understand the goals and objectives submitted, you will vote on those you think are most important to the City over the next two years. The goals and objectives will be posted on sheets of paper around the room. Each of you will receive colored stick-on dots. You have **40** votes at your disposal, and you will place your dots next to the goals and objectives for

which you are voting. You may vote twice for one item to signify its importance to you. You do not have to use all of your votes. There will be two categories for voting: new goals and objectives, and current goals and objectives not substantially completed. Projects in progress that have already received a significant commitment of time and resources will be listed separately. They will also be posted in a separate location in the room. *Please note that projects which currently are in progress and already involve significant resources will not be eligible for votes, since they may be considered "done deals."* Examples of projects are the *Peony Lane, West Medicine Lake Park, and the sump pump program.*

- **Discussion of Voting Outcomes.** Once you have voted, the top vote getters among the goals and objectives will be circled. We will discuss what the voting indicates, resolve any inconsistencies and review the goals and objectives as a whole. Staff will then begin work on a detailed work program for you to consider in March.

INFORMATION IN PACKET

There are three attachments. The first is a look at progress toward the 1994 - 1995 goals and objectives. The second is a spreadsheet which lists the goals and objectives for you to vote on. It includes an estimate of the level of effort required to implement the objective (**Low, Medium, or High.**) The third is the list of "done deals," which are not eligible for a vote.

The staff looks forward to the study session. Please give Kathy a call on 509-5052 if you have questions.

**REVIEW OF MAJOR GOALS AND OBJECTIVES
1994-1995**

(Goals receiving at least four votes, listed in order of votes in 1994)

GOAL	STATUS
Wetlands ordinance	Adopted January 1995
No tax rate increase	Tax rate reduced 10.6% since 1994.
Review EAW procedures	New procedures in proposed new zoning ord.
City-wide water quality plan	Presently underway, draft in July
Economic development policy	Approved July 1994
Improve financial forecasting and reporting	Quarterly financial reports now include year end estimates, graphs, and tax abatement projections.
Open space acquisition	Voters approve in May, 1995 Most parcels acquired.
Review thoroughfare guide plan	To be combined with northwest Plymouth plan.
Implement rental housing insp.	Done February 1995.
Adopt a CIP	Done in 1994, 1995; 96 draft ready.
Formalize legislative agenda	Done in 1995 and 1996.
City Center expansion	Done.
Ninth Playfield	Acquired. Grading started.
Tree Preservation Ordinance	Done.
Sump pump program	2nd phase of inspections underway.
Lobby for highway corridors	TwinWest chose Hwy. 100 as top priority. Joined 494 Commission.
Encourage innovation/customer service	Employee suggestion program, budget survey of all employees, extended City Hall hours.

Maximize efficiency/effectiveness of council meetings	Use of subcommittees, task forces, and study sessions.
Increase notification standards	Revised ordinance approved.
Northwest Plymouth plan	Background information being gathered. Tied to Met Council cluster planning process.
Reemphazize neighborhoods in planning review	Examples: TCF, Moen-Leuer, Liquor store on Vicksburg.
Improve public financial/budget reports	Program budget format with narratives.

MAJOR PROJECTS BEGUN SINCE 1994 - 1995 GOALS AND OBJECTIVES

New Wayzata High School

New Ice Arena/Swimming/Fitness Facilities

Plan for City Center--"Downtown"

West Medicine Lake Park

New Zoning Ordinance

New Computer Software

1994 - 1995 City Council Goals and Objectives				Feb-96
GOAL	PLANNED COMPLETION	ACTUAL COMPLETION	COMMENTS AND ACCOMPLISHMENTS	ITEMS BEHIND SCHEDULE
Protection of the Environment				
Implement a wetlands ordinance	4Q 1994	1 Q 1995	City Council Adopted Ordinance on January 3, 1995	
Prepare a city-wide water quality plan	4Q 1995		Consultant selected for Water Quality Plan	4Q 1996
Consider acquisition of open space areas	4Q 1994	2 Q 1995	Referendum held on May 23, 1995; successful vote	
Consider new tree preservation policies	1Q 1995	3 Q 1995	New ordinance adopted August 15, 1995	
Examine water restriction policies	1Q 1995		Consultant selected; requires Met Council/DNR approval	1Q 1996
Steep slope erosion controls	4Q 1995	2 Q 1995	Ordinance adopted spring 1995	
Maximize recycling efforts	On going	On going	Existing program continued; mixed paper added in 1995	
Enhancement of Neighborhoods				
Review thoroughfare guide plan	1Q 1995		Speed and traffic counts underway on selected collector streets	Slated for 1996
Implement rental housing inspection program	1Q 1995	On going	Program currently in operation	
Reemphasize neighborhoods in planning	On going	On going		
Reduce neighborhood nuisances	4Q 1994		Snowmobile regulations approved	
Reduce speeding in residential areas	On going	On going	New officers hired; traffic enforcement unit in succesful operation	
Increase involvement of police in neighborhoods	On going	On going		
Update adult use ordinances	2Q1995		Staff committee currently developing ordinances; will be in new Z	1 Q 1996
Increase drug education/enforcement activities	On going	On going	Badges in Business program initiated.	
Improve Citizen Participation				
Review EAW worksheet procedures	4Q 1994		New procedure tested on Soo Line East; will be in new Zoning. Ord.	1 Q 1996
Increase notification standards	4Q 1994	1 Q 1995	Notification standards approved, February 1995	
Improve public financial and budget reports	On going	On going	Quarterly financial reports revised	
Review public hearing policies and practices	1Q 1995	1 Q 1995	Council approved new meeting procedures	
Conduct ward and business meetings	3Q 1994	2 Q 1995	Conducted town and ward meetings October 1994; May 1995	
Promote wide and diverse participation	On going	On going	Human Rights Commission began work during 1994	
Improve customer services	4Q 1995	On going	Approved improved utility bills in 1995. Started extended hours.	
Conduct neighborhood meetings for improvement	3Q 1994	On going	All major projects have had nbhd meetings	
Get City "on line" with Internet, Twin Cities Freen	2Q 1995	3Q 1995	Internet access in November 1995; home page by Spring 1996	2Q 1996

1994 - 1995 City Council Goals and Objectives				Feb-96
GOAL	PLANNED COMPLETION	ACTUAL COMPLETION	COMMENTS AND ACCOMPLISHMENTS	ITEMS BEHIND SCHEDULE
Management of Development				
Adopt an Economic Development Policy	4Q 1994	1 Q 1995	Economic Development policy adopted February 7, 1995	
Prepare a comprehensive plan for NW Plymouth	4Q 1995		Coordinated with Met Council cluster planning	2Q 1996
Review development policies:env. transp. housing	4Q 1995		Include in Northwest Plymouth Planning	2Q 1996
Review MUSA line need	2Q 1995		Land use inventory on GIS complete; part of NW Plymouth Plan	2Q 1996
Begin redevelopment studies				
Update zoning and subdivision regulations	4Q1995		Consultant selected August 1995; revise subdivision and zoning re	1Q 1996
Participate in Elm Creek Cluster Planning	4Q 1995		Met Council delay until June, 1996	2Q 1996
Develop Downtown Plymouth Design	3Q1995		Final Downtown Design now being finished.	1Q 1996
Financial Management				
No tax rate increase for 1995	4Q 1994	4 Q 1994	Accomplished in 1995 and 1996 budgets	
Improve financial forecasting and reporting	On going	On going	Monthly expenditure tracking; new abatement forecasting	
Adopt a CIP and timelines	4Q 1994		CIP adopted 2Q 1994; amended in 1995; 1996 - 2000 CIP in 1Q 96	1Q 1996
Protect taxpayers from waste/fraud/abuse (sumps)	On Going	3 Q 1995	Sump pump ordinance adopted 6/95. First 1000 homes completed.	
Outcome based budget	4Q 1995		Program budget developed for 1996 Budget.	
Review assessment policies for projects	3Q 1994	1Q 1995	Assessment policies revised February 21, 1995	
Prepare long range plans for major funds	4 Q 1995		Draft study of major buildings/facilities completed	
Consider storm water utility fee for water quality	4Q 1995		Part of Surface Water Plan Implementation	4Q 1996
Adopt long range plan for CIF	3Q 1995		Part of Recreation Facility Planning.	1Q 1996
Complete utility rate study	3Q 1995		In progress	
Protect essential services	On Going	On going	Accomplished with 1995 and 1996 budgets.	
Interagency Relations				
Formalize a Plymouth legislative agenda	4Q 1994	1 Q 1995	Met with legislators in January 1995	
Lobby for improvements in highway corridors	On Going	On going	Work with TwinWest; Met Council cluster planning; I-494 Comms.	
Meet with officials of adjacent jurisdictions	On going	On going	Met with legislators, Maple Grove Council, Hennepin County.	
Work with school district on projects	On going	On going	Staff work with projects in 284 and 281; NW Plymouth Plan	

1994 - 1995 City Council Goals and Objectives				Feb-96
GOAL	PLANNED	ACTUAL	COMMENTS AND	ITEMS BEHIND
	COMPLETION	COMPLETION	ACCOMPLISHMENTS	SCHEDULE
Increase leadership in organizations	On going	On going	Mayor elected to LMC Board; I-494 Comm; City joined AMM.	
Improve communications with community groups	On going	On going		
Capital Projects				
City Center expansion	3Q 1994	4Q 1995	Main building completed. Council Chambers renovation 1Q 1996.	2Q 1996
Acquisition and development of Ninth Playfield	4Q 1994		Site plan and land division approved. Grading underway.	
County Road 9 widening plan approval	3Q 1994	3 Q 1995	Final plans approved July 18, 1995, subject to three items	
Schmidt Lake Road alignment	3Q 1994	1Q 1995	Northerly alignment recommended; approved by Council, 2/95	
Trail Development	4Q 1994		Bond referendum approved May 23, 1995; \$1 million for trails	
New Water Tower	4Q 1994	4Q 1995	Location determined. Final plat approved.	
West Medicine Lake Park	2Q 1995		Road relocation design complete; under construction.	
County Road 9 / County Road 24	4Q 1994	4Q 1995	Project completed.	
Assist with development of new 284 High School	On going	On going	Final plans, intergovt agreement approved. Construction started.	
Study the need for athletic facilities	3Q1995		Subcommittee has made recommendations to Council	
Zachary Lane, south of County Road 9	4Q1995		Paving will occur in 1996.	4Q 1996
Peony Lane Project	3Q 1997		Preliminary report received; costs under review; grading started.	
Possible Open Space/Trails bond issue	2Q1995	2 Q 1995	Negotiations for acquisition complete on three sites.	
Improve Citizen Confidence in City				
Encourage innovation and customer service	On going	On going	Employee committee recommended extended hours at City Center	
Maximize efficiency and effectiveness of council m	On going	On going	New council meeting procedures; revised staff reports	
Maintain and improve morale	On going	Ongoing	Employee Mission Statement adopted June 1995	
Invest in employee training and development	1Q 1995		New 1994 training initiatives; new multi-city academy	
Review consultant selection procedures	4Q 1994		Attorney, insurance advisor, auditor complete. Engrs next	1Q 1996
Upgrade technological capabilities	On going	On going	Mainframe upgraded; software upgrades identified	
Formalize strategic planning process	2Q 1995		Citizen survey completed Spring 1995	
Uphold the Pro-Plymouth Pledge	On going	On going	Council reaffirmed Pro-Plymouth Pledge, January 1995, 1996	
Match staffing and resources to city goals	4Q 1994		Much was accomplished with 1995and 1996 budgets.	

1994 - 1995 City Council Goals and Objectives				Feb-96
GOAL	PLANNED	ACTUAL	COMMENTS AND	ITEMS BEHIND
	COMPLETION	COMPLETION	ACCOMPLISHMENTS	SCHEDULE
Foster open decision making at meetings	On going	On going	New meeting procedures implemented	
Foster communications throughout the organizati	On going	On going	Column in employee newsletter; chat sessions; Labor/Mgmt Comm.	

City Council Goals and Objectives/Work Program			
1996			
	Submitted	City Effort	Comments
Existing/Incomplete Objectives			
1		M	
2		M	
3		L	
4		L	
5		M	
6		L	
7		L	
8		L	
9		L	
10		L	
11		L	
12		L	
13		L	
14		M	
15		L	
16		M	
17		L	
18		M	
19	Anderson	H	
20		M	
21		M	
22		H	Significant resources committed to project.
Proposals for New Objectives or Expansion of Existing Objectives			
23	Tierney	L	
24	GB, CL	L	Expansion of current program
25	NG, LA	L	Focus on specific complaint areas
26	JT, CG	M	
27	Gerdes	M	Expand objective to reflect Community Policing Cttee.
28	Gerdes	M	
29			
30		M	Target meetings on specific, community-wide issues
31	Granath	M	City has Internet access; next step is homepage
32	AH, CL, JT, D	H	Combination of several objectives related to NW Plymo
33			
34	AH, CL, CG	H	Combination of several objectives
35	DH, DA	L	Continue practice of recent years

City Council Goals and Objectives/Work Program			
1996			
	Submitted	City Effort	Comments
Projects in Progress			
1	City Center expansion completion, new Council chambers	CL, JT	L
2	Development of Ninth Playfield		M
3	Trail Development		L
4	West Medicine Lake Park		M
5	Peony Lane Project		M
6	Protect taxpayers from waste/fraud/abuse and continue to expand the sump pump program		