

## City Manager Goals for 2022

1. Redevelopment will remain a high priority with continued focus on City Center and other commercial/industrial/housing redevelopment opportunities throughout the city. Finalize coordination on Windsor Ridge development and coordinate with St. Therese Nursing Home to facilitate 3-year phased expansion and/or renovation of existing campus. Other potential expansions/new developments could include redevelopment of Winnetka Shopping Center (Unique Thrift Store property), District 281 bus garage site, multi-family housing properties on 62<sup>nd</sup> Avenue, Conductive Containers, Inc. and AC Carlson. Continue with variety of scattered site housing new construction and rehabilitation projects, including potential acquisition of TreeHouse property, with a goal of **six** new properties acquired, underway, or completed in 2022. Review Fair Housing Policy with Council by **3/31/22**. Update Economic Development Report by **9/30/22** and continue coordination with Business Network Group. Continue participation in GreenStep Cities program and record any newly completed best practice actions. Property maintenance and inspections will continue to be a top priority with a continued emphasis on proactive enforcement in conjunction with the Police Department's Community Engagement initiative.
2. Conduct two elections (Primary on **8/9/22** and General on **11/8/22**), recruit and train election judges, coordinate with Hennepin County on ballots and equipment compliance, and provide training and orientation if there are any newly elected council members.
3. Continue with infrastructure/environmental improvements; finalize 2020 and 2021 infrastructure projects by **6/30/22** (restoration and storm sewer lining) and 2022 street infrastructure improvements in Liberty Park neighborhood by **11/30/22**. Annual seal coat and crack/fog seal program will continue along with sewer pipe lining with substantial completion by **11/30/22** for both projects. Phase one of the public works facility improvements should be completed by **6/30/22** and planning will continue for phase two improvements. Prepare feasibility study for 2023 street infrastructure improvements by **10/30/22** and update pavement management plan and present to Council by **11/30/22**. Continue coordination with other cities on Joint Water Commission, maintain partnership with Meadow Lake and Northwood Lake Watershed associations and continue to coordinate with Shingle Creek Watershed Management Commission on Meadow Lake improvement project. Make scheduled equipment/vehicle replacement purchases.
4. In Parks and Recreation, operate new aquatics facility for second season and finalize Donlar contract by **4/30/22**. Staff will continue to work with Sunram on restoration issues with a goal of finalizing that contract by **11/30/22**. Replace playground equipment at Hidden Valley Park, in conjunction with neighborhood input by **8/31/22**. Replace picnic tables at Northwood Park picnic shelter and continue park lighting upgrades and completing the replacement of wooden park name signage. Finalize roof replacement project at ice arena by **1/30/22** and dasher board/glass replacement project at north rink by **5/31/22**. Improvements to be completed at golf course by **11/30/22** include clubhouse interior updates, the addition of a cart parking area, painting of the maintenance shop

and replacement of the tee protector fence on hole #1. Expand offerings of movies and music in the parks at the performance center and continue to work with OBMT to offer musical performances. Continue to offer a variety of programs including dance, gymnastics, and playground programs.

5. Maintain public safety as a high priority. Continue community engagement activities with all sectors of the community and implement new shared Joint Community Policing Partnership (JCPP) with Crystal, Robbinsdale and Hennepin County by **9/30/22**. Continue hiring new officers to reach full staffing levels in anticipation of departures/retirements. Expand wellness "neck up, check up" program to community service officers and police clerks. Present annual police report by **6/30/22**. Continue to explore police department vehicle leasing and maintenance options for long-term savings. Complete CIP purchases including 36 duty pistols, three SWAT vests and communication headsets, two radar units, two bunkers and software that will enable investigations to download cellular data more efficiently. Secure second K9 dog and train dog handler as certified narcotics detector/tracking dog by **4/30/22**.
6. Continue support and coordination with West Metro Fire-Rescue District, including emergency preparedness and EOC, in partnership with city of Crystal. Continue to support long-term capital plan based on major apparatus report (New Hope's share of JPA budget to increase approximately \$66,000 including annual lease payment for aerial; lease cost for new engines to start with 2023 budget). Monitor SAFER grant request status. Continue to budget annually for Station #3 improvements that are the city's responsibility (\$30,000 per year) and develop long-term capital replacement plan for major building components. Maintain open lines of communication between chief, staff, and City Council.
7. Continue contractual arrangement with AEM for financial oversight, continue to implement technological efficiencies on departmental basis to retrieve budget data and coordinate with LOGIS on potential implementation of new financial software. Coordinate with public works and parks and recreation on updating CIP plans and present by **3/31/22**. Coordinate with auditors on 2021 single audit for ARPA funding. Coordinate on FEMA reimbursement, continue discussion on CARES and ARPA funding and prepare options to internally fund phase two public works building and site improvements. Update ten-year plan and present to Council by **11/30/22**, monitor utility and enterprise fund operations along with central garage equipment replacement fund. Prepare 2023 budget with minimal tax levy increase.
8. Continue contractual arrangement with Solution Builders for IT services, continue replacing computers as appropriate in order to keep up-to-date with technological capabilities and meet IT needs of staff. In addition to the day-to-day operations of the city, some highlights of the IT budget include funding for: the city's share of replacing the LOGIS fiber optic network in 2024, a new police records management system in 2023, annual renewal of the body worn camera software, and new city website in 2023.

9. Conduct professional city-wide survey with Morris Leatherman to solicit feedback on city services/projects/issues (preliminary discussion at 2/22/22 work session). In an effort to communicate with all residents in the city, including multi-family rental properties and residents who pay utility bills electronically, the monthly "In the Pipeline" will be discontinued and the "In Touch" newsletter publication will increase from four to six issues per year effective 1/1/22. Continue to utilize social media, reader board signs, media releases, TIP 411 and Code Red to disperse information about city programs/projects/events. Continue to encourage/improve public participation in city affairs and promote inclusiveness, conduct City Day event, commissioner bus tour, and update performance measurement report and SMART goals by 10/28/22.
10. Coordinate staffing transitions, continue to evaluate organizational structure needs and make recommendations. Continue assistance to directors and maintain contact with all divisions on a regular basis and continue cross-training in all departments.
11. Continue Emerald Ash Borer removal/replacement program on public property with increased funding in 2022 budget and coordinate with Sentence to Serve on invasive species (buckthorn) removal in parks.
12. Coordinate with HRG on recycling programs, including curbside clean-up (3/28/22-4/7/22), special materials drop off and yard waste site. Monitor refuse haulers' implementation of curbside residential organics program, promote HRG reimbursement for participation, and remind haulers, as needed, regarding city ordinances pertaining to collection days.
13. Maintain good communications and keep City Council informed on issues/projects and maintain good working relationship with variety of outside agencies: Met Council, Hennepin County, North Metro Mayors, Minneapolis Regional Chamber of Commerce, District 281, local legislators, and neighboring cities; provide positive work environment and be a positive representative of the city.
14. Actively pursue grants and other outside funding sources for city projects and activities.