

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2010.08.11 – 107**
Resolution Re: Establishment of FY 2011 Expectations by Mayor and City Council for the City Manager

WHEREAS: Well thought out and clearly defined expectations by the Mayor and City Council for the City Manager will aid in the establishment of an effective Council-Manager relationship; and

WHEREAS: An effective Council-Manager relationship will support the further prosperity and growth of the Dover community; and,

WHEREAS: The Dover City Council and City Manager are committed to efficiently and effectively meeting the increasingly complex and diverse needs of the Dover citizens; and,

WHEREAS: The Dover City Council and City Manager have proactively discussed ongoing expectations and priorities for the coming year;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Mayor and City Council establish the attached list of ongoing expectations for the City Manager during the ensuing year.

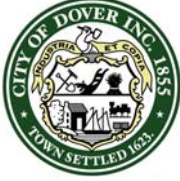
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers

Approved as to Legal Form: Allan B. Krans, Sr.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk



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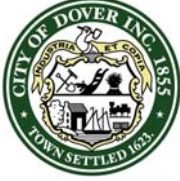
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DOCUMENT HISTORY:

First Reading Date: 2010.08.11	Public Hearing Date:
Approved Date: 2010.08.11	Effective Date: 2010.08.11

DOCUMENT ACTIONS: Mayor Myers moved for its approval; seconded by Deputy Mayor Trefethen. Councilor Weston moved to amend the Resolution, Item #15, to add “, and also” between “offerings” and “to allow”; seconded by Councilor Cheney.
Vote: 9/0. Mayor Myers asked for a roll call vote on the amended Resolution.
Roll Call Vote: 9/0.

VOTING RECORD		
Date of Vote:	YEA	NAY
Mayor Scott Myers	x	
Deputy Mayor, Dean Trefethen, At Large	x	
Councilor Robert Carrier, Ward 1	x	
Councilor William Garrison III, Ward 2	x	
Councilor Jan Nedelka, Ward 3	x	
Councilor Dorothea Hooper, Ward 4	x	
Councilor Catherine Cheney, Ward 5	x	
Councilor Gina Cruikshank, Ward 6	x	
Councilor Karen Weston, At Large	x	
Total Votes:	9	0
Resolution does pass.		



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RESOLUTION BACKGROUND MATERIAL:

The following expectations are established for the City Manager through FY2011 to be evaluated during the City Manager's annual performance evaluation.

Compiled from 7/28/2010 Workshop

1. Continue to carefully monitor the FY2011 budget and develop a mid year forecast reflecting continuing budget efficiencies going into the FY2012 budget season.
2. Develop and present a proposed FY2012 budget providing options for cost adjustments to achieve cost levels in accordance with guidance to be provided by the City Council.
3. Provide a brief summary of the proposed FY2012 budget for use by the public.
4. Continue to communicate with the community through hosting of periodic ward and neighborhood meetings such as quarterly Dover Discussions along with exploring new methods to increase interaction and participation by citizens in local governance and community forums.
5. Keep the City Council informed regarding community problems and actions taken.
6. Keep response time to citizen concerns reasonable and follow-up on what has been done by departments to meet their needs.
7. Update Department Head goals and deliver to the City Council prior to delivering of the proposed FY 2012 budget.
8. Attend workshops and participate in other education opportunities to further continuing professional development.
9. Develop a closer working relationship with the School Department and all other City Departments. Further explore and pursue opportunities where City and Schools can combine and/share services for the benefit of the community and report to the City Council.
10. Support local businesses to aid in the community's economic growth by working in conjunction with local economic development groups and business organizations.
11. Continue to investigate potential cost savings opportunities utilizing alternative means of service delivery including regionalization of services that may be appropriate at the County and/or State level, as well as with neighboring communities. Provide ongoing reports to the City Council.
12. Complete the implementation of the ongoing energy efficiency improvements and provide periodic reports of energy savings.
13. Complete the implementation of the new financial management system and review with various boards and commissions the availability of the new financial reports and formats for their use in advising regarding various City activities.
14. Develop and post the pavement management plan reflecting adjustments required by currently available funding levels.
15. Rebuild/upgrade channel 22 broadcast equipment in City Council Chambers to include enhanced video and sound capabilities along with improved web site offerings, and also to allow video on demand of City meetings.



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16. Continue to work toward improving water quality issues involving Willand Pond and provide regular updates to the City Council.