

McMinnville Goal-Setting Report

Introduction

On April 17, 2002 the McMinnville City Council and City staff met to establish a set of goals to help guide the city's efforts over the next several years. The session was facilitated by Pat Hardy of MTAS. This report details the goals which emerged from the session.

Goals

Below are the goals and related objectives which emerged from the retreat. As a part of the process goals were ranked in terms of their importance. The goals are presented below in order of ranking, with the "most important" presented first (in parenthesis following each goal is the number of "votes" each received as a part of the ranking process). Following each goal are also the objectives which will help achieve the goal.

1. **Eliminate the Woodwaste/Sludge Problem (9)**
 - A. Budget monies and seek grants for a tub grinder and sludge press.
 - B. Explore opportunities to share costs with others.
 - C. Target date for completion is FY 2002-2003.
2. **Build a New City Government Facility (8)**
 - A. Determine location including 5-10 acres for expansion.
 - B. Decide which departments should locate in the facility.
 - C. Contract for engineering and drawings.
 - D. Budget dollars.
 - E. Target date for completion is 3-5 years.
3. **Complete the Greenway and Main Street Programs (6)**
4. **Develop and Obtain a Four-Year University (6)**
 - A. Continue lobbying legislators.
5. **Help Eliminate or Reduce Drug Use (5)**
 - A. The Police Department should develop a good set of measures.
 - B. Utilize "TRAC" (Total Resources Against Crime).
 - C. Develop a neighborhood/church education program detailing the scope of the problem and how to help.
 - D. Target date is "on-going".
6. **Improve Community Aesthetics and Address the Litter Problem (4)**
 - A. Encourage volunteer projects.
 - B. Initiate a program to encourage tree plantings on city streets.

- C. Take control of the right-of-ways.
 - D. Enforce existing regulations related to property maintenance and litter.
 - E. Target date is "on-going".
7. **Reduce Double Taxation Where Possible (3)**
- A. Identify services that are being double taxed.
 - B. Meet with the County to develop solutions.
 - C. Target date for completion is 18 months.
8. **Complete 1101 (3)**
- A. Have the Mayor contact the Secretary of State to request immediate action.
 - B. Target date for completion is FY 2002.
9. **Develop a New Human Resources Department for the City (3)**
- A. Hire a *Human Resources Director*.
 - B. Target date for completion is FY 2003-2004.
10. **Build An Arboretum (3)**
11. **Acquire the ROW on North Chancery Street (3)**
12. **Upgrade Water and Sewer (3)**
- A. Identify water lines that need replacement.
 - B. Identify areas needing additional water capacity.
 - C. Eliminate infiltration.
 - D. Target date for completion is 3 years.
13. **Hire a Spanish Speaking Employee (2)**
14. **Develop a Comprehensive Plan (2)**
15. **Improve Citizen Communications (1)**
- A. Survey citizens in order to know their concerns.
 - B. Develop and mail a quarterly newsletter detailing city activities and accomplishments.
 - C. Hold quarterly citizen forums or "coffee house" sessions in order to solicit feedback from citizens.
 - D. Develop a web page.
 - E. Target date for initiation or completion of these objectives is FY 2002-2003.
16. **Acquire Industrial/Business Park Property (1)**
17. **Improve Employee Relations and Attitudes (1)**

- A. Develop a comprehensive orientation for all employees.
- B. Develop employee incentive programs with awards.
- C. Provide uniforms for certain employees.
- D. Develop ways to improve interdepartmental cooperation.
- E. Examine our hiring process in order to improve and speed up the process.
- F. Develop and implement a good employee evaluation process.
- G. Target date for completion is FY 2002-2003.

18. **Install and Maintain Sidewalks**

- A. Identify areas where sidewalk maintenance or installation is needed.
- B. Research grants.
- C. Target date is "on-going".

19. **Improve the Technologies We Use**

- A. Attend conferences in order to study the latest and best use of technologies.
- B. Train employees in order to gain their acceptance and to get the best use of the new technologies.
- C. Target date is "on-going".