

Lincoln Park, Michigan  
May 6, 2013

STUDY SESSION  
GOALS & OBJECTIVES  
CITY MANAGER

Meeting called to order at 6:35pm, Mayor Patricia Krause presiding.

PRESENT; Councilpersons Mario DiSanto, Joseph Kaiser, Suzanne Moreno, Thomas Murphy and Councilman Mark Kandes entered at 6:40pm.

ALSO PRESENT: City Manager Joe Merucci and City Clerk Donna Breeding

Mayor and Council scheduled this meeting to review and amend the list of goals and objectives assigned to the previous Manager. The "Financial Survival" of the City shall be the main focus.

Job Performance Objectives

1. Take the initiative to make recommendations to the City Council, with a priority on cost cutting – both short and long term and suggest revenue enhancement ideas.
2. Identify additional opportunities for intergovernmental collaboration and provide the leadership and initiative to pursue those opportunities.
3. Build upon and strengthen a close, cooperative working relationship between the city and the LP school district, Downtown Development Authority, Economic Development Corporation/Brownfield Authority and LP Chamber of Commerce to efficiently and effectively coordinate activities, share resources, and eliminate duplication of effort.
4. Determine policies and priorities regarding parks, trees, potholes, catch basins and ensure service request center has up-to-date status updates.
5. Establish a comprehensive program throughout all city departments to create friendly, helpful, and courteous interaction between the city and its citizens and other customers.
6. Maintain open and timely communication between administration, departments and the city council.
7. Inventory and analyze the strengths and weaknesses of the existing municipal infrastructure (streets, bridges, lighting, sidewalks, utilities, etc.)
8. Provide the Council with a cost-benefit analysis for all potential projects and alternative improvements (present and future) indicated by the prioritization process.
9. Survey department heads and employees on barriers to and ideas for improving municipal services; identify areas for process, efficiency and cost-savings improvements.
10. Search and support grant opportunities that will assist with and build on residential, commercial and industrial growth and development in LP and advise council before applying.
11. Support the effort to strengthen property maintenance ordinances, appearance standards and code enforcement.
12. Provide Mayor and Council with a weekly written summary.
13. Give a budget status at one council meeting per month.
14. Support efforts to continue negotiation of union contracts.
15. Produce a 2012/13 balanced budget.
16. Continue efforts to find cost savings in all departments.
17. Produce a deficit reduction plan for 2013/14 fiscal year by 6/30/13.
18. Review and report back to Council within 60 days status of Honeywell issue.
19. Advise Council in advance of absences of self and department.  
(2013-157 No Council action required) Original document on file in City Clerk's Office)

Study Session adjourned at 7:22pm

Donna Breeding, City Clerk