



CITY OF GROVELAND
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GROVELAND, FL 34736

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"The City with a future, watch us grow!"

Groveland City Council
City Manager Report
April 7, 2014

Pending Action Items:

- The Action Item regarding City of Groveland boarder entry signage has undergone City Council prioritization at the March 21, Council goal setting retreat. Prioritization has been ranked at three levels: Top, High, and Consensus. This objective as well as others will be scheduled in a Staff Work Plan that will be presented to City Council within the next two City Council cycles.

Report from the Desk of the City Manager:

- My "First 100 day Organizational Review and Evaluation" continues... as I have completed employee interviews, and have begun interview local businesses. Our goal is to send out 100 business surveys and personally interview 25.
- The City Manager's Office continues to aggressively move forward with its "Premier City Campaign". The Groveland citizenry have been challenged to review the following "Most Livable Cities" for at least one program, policy, event, or initiative that they will advocate in their prospective department and/or recommend to the City Manager's Office.
 1. Sharon, Massachusetts – (781) 784-1500
 2. Louisville, Colorado – (303) 666-6565
 3. Vienna, Virginia – (703) 255-6300
 4. Chanhassen, Minnesota – (952) 227-1100
 5. Sherwood, Oregon – (503) 625-5522
 6. Berkeley Heights, New Jersey – (908) 464-8150
 7. Mason, Ohio – (513) 229-8500
 8. Papillion, Nebraska – (402) 597-2000
 9. Apex, North Carolina – (919) 249-3400
 10. West Goshen Township, Pennsylvania – (610) 696-0900

Staff and Directors will advocate these items before the Management Team and/or to the City Council under the City Manager's report section. Citizens and City Council are asked to bring their items to the City Manager Office via e-mail, phone call, or visit with the city manager. This benchmark process will compare our services against 10 of the Top Small Communities in the Country. These communities are not only thriving economically, they also maximize family friendly amities, well ran government, and strong community involvement.

- Goals and Objective for 2014 – 2015 are set and prioritized and await finalization with the approval a resolution (on the April 7th agenda). Please see the attachment which depicts both the goals and the objectives set at the council goal setting retreat. In addition to the goals and objectives, the city's Motto, Vision Statement and Mission Statement were also accepted with

the small addition of “in providing quality services” which is reflected below in the mission statement.

- Motto: City with a Future, Watch us Grow
- Vision Statement: Creating Solutions for Our Future
- Mission Statement: The Mission of the City of Groveland is to Inform, Involve, and Inspire the Citizens we serve. We understand that Groveland will have smart growth with continued focus, dedication, and discipline in providing quality services.

Manager’s Recommended Action - Motion /Consensus to accept the Motto, Vision Statement, and Mission Statement as presented in this April 7th City Manager’s Report and direct the City Manager to use said language where he deems appropriate.

- March 27th I attended an eight hour Best Budget Practices which covered a myriad of topics including public participation and involvement strategies in municipal budget preparation; Florida Municipal Ad Valorem Tax Profile analyst and interpretation; and Overviews of various tax structures including property tax, utility tax, communication services tax, local business tax, Franchise Fees, Utilities Fees, Special Assessments and State-Shared Revenues, Local Option Taxes, and Miscellaneous Revenue.
- March 28th I attended an eight hour CRA training regarding the following six topics: 1) How does redevelopment work? 2) What are Community Redevelopment Agencies (CRAs)? 3) What can CRA’s Do and Not Do? 4) What are the “Rules of Engagement”? 5) How to be an effective CRA Leader? 6) What are the Best Practices?
- It is unfortunate that I have to include as a part of my manager’s report, the City Manager had to spend time investigating allegations from an anonymous hand written note sent to a member of council. The allegation reported that building permit funds were being deposited into general fund accounts. I applaud the council for bringing this to my attention, this was found to be untrue and erroneous. After personally investigating and a joint inquiry with Finance Director Walker, who also made use of our 3rd party auditor, who is used as a third party check and balance, again found no such manipulation of funds. In the future, when such things come to City Council as a group or as an individual, I ask that you bring them to my attention and my attention only. It is very disheartening for staff, including directors, to receive claims that discredit the hard work that they bring to the city and our community day after day. This will also allow me the latitude to conduct inquiries into such claims without damaging the morale, which is already in a period of repair. I would also ask City Council to use their position as leaders in the community to encourage citizens who may participate in gossip or rumors of this nature to contact the City Manager’s Office.

Follow up / Reminder Items:

- Acronym Definition Page on the Website is complete.

Events:

- April 11th – Pre Application Conference Document and Information

Redmond Jones
City Manager

City of Groveland City Council Retreat

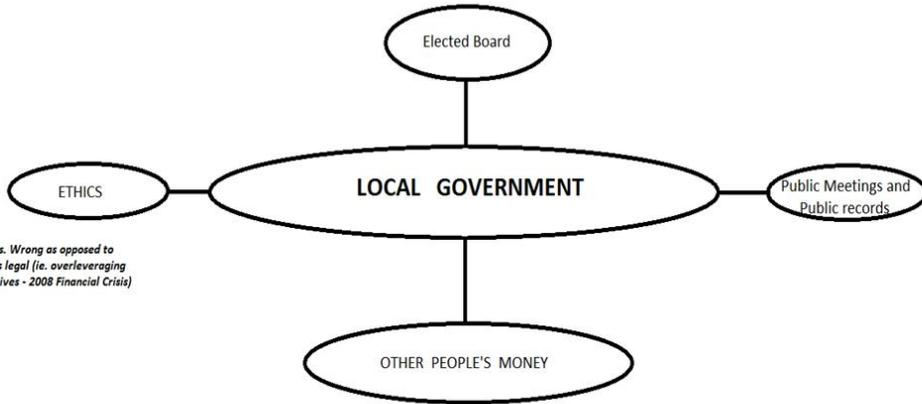
Recap

- Strategic Planning / Governance
- Council Rules
- Real Colors (Personality Traits)
- Team Work (Exercise)
- Lunch
- Mission Statement
- Strategic Planning

Fears and Dreams, Strengths, Weakness, Goals, Directives,
Projects, Priorities, Work Plan

Local Government vs. Private Sector

LOCAL GOVERNMENT VS. PRIVATE SECTOR



*Right vs. Wrong as opposed to
What is legal (ie. overleveraging
derivatives - 2008 Financial Crisis)*

Teamwork

CITY AS A TEAM

Residents and Businesses



Listening !!!

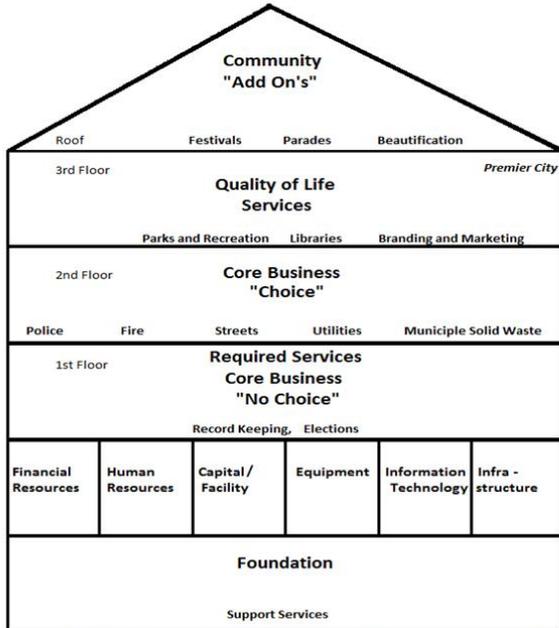
- Community Needs / Desires
- Community Expectations
- Community Feedback

Team GLUE

"The WD40 that keeps the city machine operating smoothly"
- Redmond Jones
City Manager

Results !!!
Impact !!!

**CITY:
SERVICE RESPONSIBILITIES**



**Service
Priorities**



Council Rules

- City Manager's Discretionary Funds
- Council Inquiries to the City Manager
- Consent Agenda
- Rules relating to Audience / Public Comment
- Civility and Conduct Rules

Team Work

**“Coming together is a beginning;
keeping together is progress;
working together is success”**

Henry Ford



Team building Exercise

Motto:

City with a Future, Watch us grow

Vision Statement

Creating Solutions for Our Future

Mission Statement

The Mission of the City of Groveland is to Inform, Involve, and Inspire the Citizens we serve. We understand that Groveland will have smart growth with continued focus, dedication, and discipline in providing quality services.

STRATEGIC PLANNING

- Goals
- Consolidate Goals
- Council Objectives
- Matching Objectives to Goals
- Prioritization Exercise
- Work Plan (to be bring back to council)

STRATEGIC PLANNING

The image displays four hand-drawn goal sheets, each titled "Goals" and decorated with colorful dots and lines. The sheets are arranged in a 2x2 grid. The top-left sheet lists goals such as "Establish a sound and Sustainable government" and "Laserfiche Training". The top-right sheet lists "Develop Maintain and rebuild Safe; Clean; diverse, healthy; neighborhoods" and "Lift Station 18 rehab/relocate". The bottom-left sheet lists "Develop inviting High Profile/Visual Impact Projects" and "Public Safety Facility w/ Council Chambers". The bottom-right sheet lists "Promote Quality of Life including Public Safety" and "Police Cars w/ Equipment".

Goals

- Establish a sound and Sustainable government Supported by professionalism, Progressive thinking and modernizing the Organization
- Laserfiche Training
- Uniforms PD/FD/City
- Tablets (Paperless)
- Employee Compensation
- Vehicle Replacement Program (Fin)
- Storm Water Master Plan
- Finance Software
- Electronic Permit Equipment
- Wellness Initiative for Employees
- Monitors/Distributors
- Training/Education (Risk Management)

Goals

- Develop Maintain and rebuild Safe; Clean; diverse, healthy; neighborhoods, including Partnering with the School District
- Lift Station 18 rehab/relocate
- BioSolids Treatment
- 12 in FM Sampay WTP to Green's Bay
- Sampay WTP Belt press/Centrifuge
- Sunshine WTP Upgrade/Expansion
- 3rd Phase Eagle Ridge System

Goals

- Develop inviting High Profile/Visual Impact Projects; including gateways destination, branding, + other projects that reflect tax results
- Public Safety Facility w/ Council Chambers
- Entryway Solutions (Graveland Song)
- Hwy 50 Median Landscap/Irrigation
- New Marketing City Website
- Robert A. Davis/Ronald Sefton Gaffney Amphitheater

Goals

- Promote Quality of Life including Public Safety, Community Pride events, Strong Citizen Involvement, Parks and recreation
- Police Cars w/ Equipment
- Thermal Imaging Camera (Replacement)
- Emergency traffic Control
- Law Enforcement Equipment (Accessories)

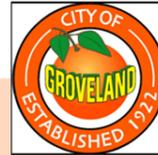


City Goals for 2014 - 2015

Our City Motto: A City With Future, Watch Us Grow. Our Vision Is Creating Solutions For Our Future. The Mission Of The City Of Groveland Is To Inform, Involve, and Inspire the Citizens We Serve. We Understand That Groveland Will Have Smart Growth With Continued Focus, Dedication, And Discipline In Providing Quality Services.

<u>City Goal</u>	<u>City Goal</u>	<u>City Goal</u>	<u>City Goal</u>
Establish a Sound and Sustainable Government supported by professionalism, progressive thinking and modernizing the Organization.	Develop Maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the School District.	Promote Quality of Life through events, projects and policies that include Public Safety, Community Pride Events, Strong Citizen Involvement, Parks and Recreation venues.	Develop Inviting High Profile Visually Impactful Projects: Including Projects that Establish Groveland as an Destination, Gateways, Branding, and Other Projects that Reflect Sound Use of Tax Dollars.

City Objectives for 2014—2015



City Goal

Establish a Sound and Sustainable Government supported by professionalism, progressive thinking and modernizing the Organization.

- | | | | |
|-----------------------------|-------------------------|--------------------------|-------------------------------------|
| • Uniforms PD/FD/City | • Tablets (Paperless) | Program | Equipment |
| • Monitors / Defibrillators | • Employee Compensation | • Finance Software | • Wellness Initiative for Employees |
| • Laserfish Training | • Vehicle Replacement | • Training and Education | |
| • Stormwater Plan | | • Electronic Permit | |

City Goal

Develop Maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the School

- | | | | |
|----------------------------------|--------------------------------|-------------------------------------|-------------------------------|
| • Lift Station 18 rehab/relocate | • Ridge System | • Sampey WWTP Belt-press/Centrifuge | • Sampey WWTP to Green Valley |
| • Third Phase Eagle | • Bio Solid Treatment Solution | • 12 inch Force Main | • Sunshine WTP Pump |

City Goal

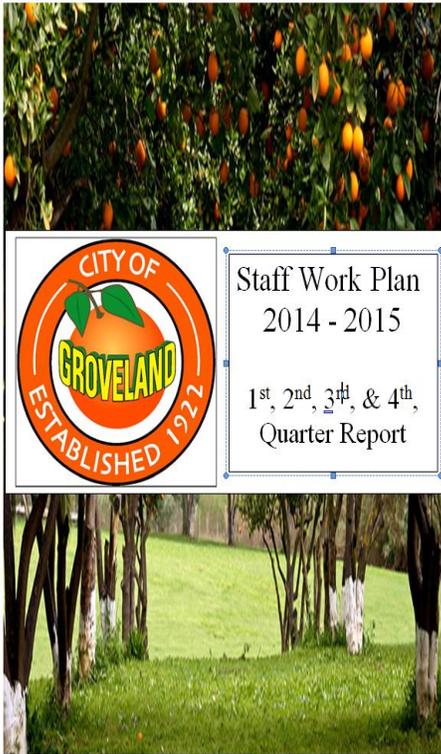
Promote Quality of Life through events, projects and policies that include Public Safety, Community Pride Events, Strong Citizen Involvement, Parks and Recreation venues.

- | | | | |
|------------------------------------|--|--|---|
| • Three police cars with equipment | • Law Enforcement Equipment (Fire Arms and Tasers) | • Thermal Imaging Camera (replacement) | • Emergency Traffic Controls (intersections of 19 and 33 with Highway |
|------------------------------------|--|--|---|

City Goal

Develop Inviting High Profile Visually Impactful Projects: Including Projects that Establish Groveland as an Destination, Gateways, Branding, and Other Projects that Reflect Sound Use of Tax Dollars.

- | | | | |
|--|--------------------------------------|--|----------------------------|
| • Robert A. Davis/Ronald Sefton Gaffney—Amphitheater | • Hwy 50 Median Landscape/Irrigation | • Public Safety Facility with Council Chambers | • Entryway Solutions-Signs |
| | | | • New City Website |



Staff Work Plan
1Q, 2Q, 3Q and 4Q Goals / Objectives

Finance Department

Goal

Develop Inviting High Profile Visually Impactful Projects: including projects that establish Groveland as an Destination, Gateways, Branding and Other Projects that reflect sound use of tax dollars.

- *New City Website (High priority) 3Q, 2014*

Objective Status

Complete In-progress Not complete No longer an objective

Project / Program Remarks, Updates, and communications:

Goal

Establish a Sound and Sustainable Government supported by professionalism, professionalism, progressive thinking and modernizing the organization.

- *Employee Compensation (High Priority) 3Q, 2014.*

Objective Status

Complete In-progress Not complete No longer an objective

Project / Program Remarks, Updates, and communications:

- *Training and Education Program (Consensus Priority) 4Q, 2014.*

Objective Status

Complete In-progress Not complete No longer an objective

Project / Program Remarks, Updates, and communications: