

July 10, 2017 Retreat worksession

1. Review of the Vision, Mission, Core Values (2014)
2. Department Head identified 2017-2020 Priorities and Challenges
 - a. Staffing
 - b. Service Delivery and Programs
 - c. Capital
 - d. Challenges
3. Identified wants and priorities of the City Council
 - a. What do we do well as a City?
 - b. What can we do better as a City?
 - c. What do you want to see from your Departments? What are some projects of importance to you?
 - d. The community of Bemidji itself: what do you want to see in this community? What are some of your priorities as a City Council member for this community?

The vision of the City of Bemidji is:

Become an active, safe and inclusive community

The mission of the City of Bemidji is:

Provide essential services and fun for our regional community

The core values of the City of Bemidji are:

Communication – be open, consistent, truthful, and respectful in all communications

Ethics –maintain the highest standards of professional behavior

Civility – maintain an atmosphere of respect and civility

Stewardship – responsible and sustainable use of the City’s limited resources

Creativity and innovation – keep an open mind to new concepts and solutions

Leadership – advocate to further the vision of a quality community

**Department Head work session
May 23, 2017 summary**

2017-2020 Priorities and Challenges

Priorities

1. Staffing

Salaries are lagging behind and need adjusting. Recommending an increase in the wage scale to remain competitive. A full wage study will be conducted in early 2018.

We need more staff based on current and anticipated work demands

- Parks Superintendent non-union transition (previously union Parks Foreman)
- Assistant City Engineer
- Police Detective
- Police Community Service Officer (non-licensed)
- Fire Marshall/Deputy Chief
 - 40% of this position would be funded by the Rural Fire Association
- Special Events Coordinator (Parks/Rec Department)
- Snow Plow/Street (possibly with Phase III in 2020)
- Community Development Director (most likely accomplished when Al retires)

2. Programming/Service delivery

- We need better coordinated JPB/Planning/Building Permit/site review processes
 - Written documentation on staff determinations on plans to builders
 - Plan review fees
 - Utility/site plan review
 - Fire code review
 - Administrative Fines for storm water violation/code violations
 - HVAC license
- Comprehensive Plan needs to get done
- Zoning and Subdivision ordinance needs modernizing
 - Many updates are required
- Fire prevention efforts to lower ISO rating
- New patrolling and streets/utilities with annexations and projects
 - Phase III area (2020 new police officer, new snow plow/street employee)
- Timesheet system is paper/old fashioned
- A new job posting and automated job application software program can help us be more efficient with our time.
- Parks Move to the TIC for better public access and TIC facility use
 - Chamber is not opening the TIC as specified in the lease, and a lot of the TIC is underutilized.

- With Parks in the TIC, how the Chamber manages the visitor front desk would need to be determined.
- Keeping our parks looking good is a struggle; increased vandalism
- The City needs a new website

3. Capital

- New liquor store (2018)
- Waste Water plant activated sludge aeration project (2018-19)
- TIC remodel (2018)
- Ladder Truck (2019)
- South Shore Park Turnaround (2020)
- Well pollution issues at airport (unknown costs and timeline)
- TMDL (unknown costs and timeline)
- Neilson Reise (unknown costs and timeline, potentially demo/transition to water park)
- Northern territory fire station (unknown costs and timeline)
- Sanford Center capital needs. (VenuWorks currently generating a CIP)

Challenges

- Maintaining quality with the growing quantity that is occurring
- Many staff are starting to retire
- We need to keep the hospitality tax situation a priority to provide tax dollar capacity to fund our growing GF needs
- Further annexation appears to be in the cards as a smart way to grow Bemidji
 - 100 homes were built in Eckels township last year
 - Gene Dillon new location will spur development, housing and increased traffic
- Grant Valley planning/JPB uncertainty
- New projects and initiatives keep coming
 - Rail Corridor
 - Butterflies/Bird City/Monarch Pledge
 - HRDC on occasion receives grant projects that require our attention
 - Housing.
 - Garbage/Recycling. Waste Management's customer service is poor and Jon's Refuse continues to ignore the City ordinance.
- BYAC: where are we going with our youth and this BYAC? Evergreen indicated they may not be the best fit....need \$2,500 more to cover costs.
- Sanford Center Management. Do we want to manage this facility as a City or still contract out and if so maintain our relationship with VenuWorks.
- Rail Road Corridor: this is a potentially very large and expensive initiative for the City.
- Our partnerships/vision with some other Bemidji entities do not feel as strong as they should be.

Work group/subcommittees

- 1. JPB/Building review process Committee**
 - a. Mike Miller
 - b. Casey Mae
 - c. Craig Gray

- 2. Administrative Fines Committee**
 - a. Al Felix
 - b. Mike Miller
 - c. Mike Mastin
 - d. Brett Case
 - e. Nate Mathews
 - f. Casey Mai

- 3. Parks and Rec/TIC Committee**
 - a. Nate Mathews
 - b. Marcia Larson
 - c. Craig Gray

- 4. Website/Social Media Policy Committee**
 - a. Kay Murphy
 - b. Brett Case
 - c. Michelle Miller

- 5. Parking fine process/Parking Lot Permitting Committee**
 - a. Mike Mastin
 - b. Kay Murphy
 - c. Nate Mathews