

# 2012 Action Plan

January 1, 2012 - December 31, 2012

*To Be Approved by City Council*

***December 12, 2011 - DRAFT***



# **Preface**

**The Bloomington City Council will hold their 2011 City Council Strategic Planning Work Sessions on October 14 & 15, 2011. During this time they will discuss Strategic Planning for the calendar year 2012 and the CY 2012 Action Plan.**

**The City Goals are discussed and set each year by the Council:**

**2011**  
Goal 1: Financially Sound City Providing Quality Basic Services  
Goal 2: Upgrade City Infrastructure and Facilities  
Goal 3: Grow the Local Economy  
Goal 4: Strong Neighborhoods  
Goal 5: Prosperous Downtown Bloomington  
Goal 6: Great Place to Live—Livable, Sustainable City

**2012**  
Goal 1: Financially Sound City Providing Quality Basic Services  
Goal 2: Upgrade City Infrastructure and Facilities  
Goal 3: Grow the Local Economy  
Goal 4: Strong Neighborhoods  
Goal 5: Prosperous Downtown Bloomington  
Goal 6: Great Place to Live—Livable, Sustainable City  
Goal 7: Public Safety

**Once the CY 2012 Action Plan is adopted by the Council a formal report will be available.**

## **Vision 2025**

Bloomington 2025 is a beautiful, family friendly city with a downtown – the heart of the community and great neighborhoods. The City has a diverse local economy and convenient connectivity. Residents enjoy quality education for a lifetime and choices for entertainment and recreation. Everyone takes pride in Bloomington.

Jewel of Midwest Cities.

## **Mission**

The Mission of the City of Bloomington is to be financially responsible providing quality, basic municipal services at the best value. The city engages residents and partners with others for community benefit.

## **Core Beliefs**

Enjoy **S**erving Others

**P**roduce Results

Act with **I**ntegrity

Take **R**esponsibility

Be **I**nnovative

Practice **T**eamwork

Show the **SPIRIT!!**

## Goal 1

Financially Sound City Providing  
Quality Basic Services

### **What this means to you as a citizen**

- Value for your tax dollars and fees
- City acting as a responsible steward of public resources
- City services delivered in a cost-effective manner
- City services responsive to citizens' needs
- Customer-friendly city services delivered by city employees committed to serving the public

### **Objectives**

- Budget with adequate resources to support defined services and level of services
- Reserves consistent with city policies
- Engaged residents that are well informed and involved in an open governance process
- City services delivered in the most cost-effective, efficient manner
- Partnering with others for the most cost effective service delivery

### **Challenges and Opportunities**

- Union contracts and City's financial obligations
- Upgrading City financial systems
- National recession and impact on City revenues
- Developing effective performance measurement system
- Ward mentality
- Potential for contract services and privatization
- Methods for informing and engaging residents and developers
- City's role and responsibilities
- Determining service priorities
- Residents' needs vs. wants
- Defining "basic" municipal services

2012 Calendar Year Action Plan

Goal 1 - Financially Sound City Providing Quality Basic Services

Goal	Description	Primary Assigned	Secondary Assigned	Detailed Project Management Plan Timeline Completed	Project Not Started	Project In Progress	Project Completed	Multi-year Project
1	Impact Fees: Approve water development impact fees following approval of Water Master Plan	David Hales	AAD		x			x
1	Fiscal Impact Analysis: Approve Fiscal Impact Analysis Policy. Approve Annexation Ordinance Amendment on use of Fiscal Impact Analysis.	David Hales	Tim Ervin, Mark Huber		x			
1	Labor Contracts: Provide policy guidance during negotiation phases and approve new union contracts	Emily Bell	Angie Brown			x		x
1	Property Tax Levy for Calendar Year 2011: Approve	Finance	David Hales		x			
1	Procurement/Purchasing Policy: Approve	Finance	Kim Nicholson			x		
1	Metro Zone Agreement: Review Metro Zone Audit, Review and consider potential changes in the Bloomington/Normal Metro Zone Agreement	Finance	David Hales, Todd Greenburg			x		
1	Refuse Collection: Approve Automated Service Implementation Plan, Approve Managed Competition Process, Evaluate public subsidy, cost recovery and fees	Jim Karch	Tim Ervin, Todd Greenburg, Emily Bell			x		x
1	ERP System - Implementation of Phases II and III: Approve FY 2013 Funding (Phase III and IV)	Scott Sprouls	AAD			x		x
1	Communications Technology Master Plan: Approve Funding for Phase III & IV	Scott Sprouls	Barb Adkins			x		x
1	Televising Council Meetings and Webstreaming: Approval of contract	Scott Sprouls				x		
1	Video Surveillance System: Approve purchase of system equipment, staff to complete installation in key downtown areas as determined by BPD.	Scott Sprouls	Randy McKinley			x		
1	Performance Excellence/Managed Competition: Approve Managed Competition Process, Approve Managed Competition Policy Statement, Approve City services to be evaluated in 2012.	Tim Ervin	Performance Auditor			x		x
1	Debt Policy: Approve	Tim Ervin	AAD			x		
1	FY 2013 Budget: Approve	Tim Ervin	David Hales, Alex McElroy		x			
1	Policy to Address Fee Waiver Requests from Non-profit Organizations and other Governments: Approve Ordinance	Todd Greenburg				x		
1	Recodification: Approval of Project Timeline and Funding, Needs Assessment Study by Staff	Todd Greenburg	David Hales		x			

## Goal 2

Upgrade City Infrastructure and  
Facilities

### **What this means to you as a citizen**

- Reliable utility services necessary for daily life
- Efficient traffic flow throughout the city
- Smooth rides on quality, well-maintained streets
- Customer-friendly, easily accessible city facilities and buildings
- City investing in the future of the community

### **Objectives**

- Better quality roads and sidewalks
- Quality water for the long term
- Functional, well-maintained sewer collection system
- Well-designed, well-maintained City facilities emphasizing productivity and customer service
- Investing in the City's future through a realistic, funded capital improvement program

### **Challenges and Opportunities**

- Aging city infrastructure and facilities
- Determining capital project priorities
- Needs vs. financial capacity of the City
- Federal and state regulations, unfunded mandates and reduced funding level
- Funding and capital needs and projects
- Older fleet with more maintenance
- Who pays for projects
- Defining the City's role and responsibilities
- Growth vs. older areas of the City
- Dealing with Union Pacific Railroad/Norfolk Southern
- Working with IDOT



**2012 Calendar Year Action Plan**  
**Goal 2 - Upgrade City Infrastructure and Facilities**

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Goal	Description	Primary Assigned	Secondary Assigned	Detailed Project Management Plan Timeline Completed	Project Not Started	Project In Progress	Project Completed	Multi-year Project
2	City Facilities Master Plan: Complete Needs Assessment Study, Prioritize a list of improvements, Approve Financing Plan, and Master Plan	Barb Adkins	Mike, Mark, Bob Floyd	x		x		
2	Strategic Water Supply Study - Phase II: Complete design, Council to approve funding, Council approve construction contract	Craig Cummings	David Hales, Tim Ervin			x		x
2	Water Master Plan: Council approve consultant, Staff to complete study and prioritize projects, Council approve funding of plan, Council approve Master Plan (simple/basic plan)	Craig Cummings	David Hales			x		
2	Water Conservation Program: Staff to prepare a Water Conservation Master Plan. Council to approve the Master Plan including funding to implement said plan. Council to consider establishing a Water Conservation Committee.	Craig Cummings	Mark Huber			x		
2	Water Treatment Plant Expansion: Council approve funding to cover filter, electrical, and other improvements	Craig Cummings				x		
2	Drought Management Plan Ordinance: Council to adopt recommended ordinance	Craig Cummings	Mark Huber			x		
2	Water Rate Study: Approve water rates needed to implement Water Master Plan	Craig Cummings	Tim Ervin		x			x
2	Stormwater Master Plan: Approve Funding, Approve Needs Assessment Study, Adopt Master Plan	Jim Karch	Tim Ervin	x		x		x
2	Sanitary Sewer Master Plan: Approve Funding, Approve Needs Assessment Study, Adopt Master Plan	Jim Karch	Tim Ervin	x		x		x
2	Inflow & Infiltration Reduction Study: Direction, Approve Funding for I&I Elimination Projects	Jim Karch		x		x		
2	Hershey Road Extension: Approve Funding for Construction	Jim Karch	Tim Ervin	x		x		x
2	Lafayette Street Reconstruction (Morrissey to Maple): Approve Funding for Construction	Jim Karch	Tim Ervin	x		x		x
2	Bulk Waste Collection: Approve Managed Competition process, evaluate public subsidy, approve cost recovery and fees	Jim Karch	Tim Ervin, Todd Greenburg, Emily Bell		x			x
2	Recycling Collection: Approve Managed Competition process, evaluate public subsidy, approve cost recovery and fees	Jim Karch	Tim Ervin, Todd Greenburg, Emily Bell		x			x
2	Regional Fire Training Tower: Approve Funding Plan	Mike Kimmerling	David Hales			x		
2	Fire Station #6: Approve lease agreement with the Central Illinois Regional Airport (CIRA)	Mike Kimmerling	David Hales			x		

## Goal 3

Grow the Local Economy

### **What this means to you as a citizen**

- Opportunities to work near home – more personal time
- More diverse local economy better insulated from economic trends
- More diverse tax base – less burden on residential tax payers
- Convenient services and shopping within the city
- Protection of property values

### **Objectives**

- Retention and growth of current local businesses
- Attraction of new targeted businesses that are “right” for Bloomington
- Revitalization of older commercial areas
- Expanded retail businesses
- Strong working relationship among the city, businesses, economic development organizations

### **Challenges and Opportunities**

- Diversifying the local economy
- Working with and partnering for economic development
- Illinois laws that impact on business attraction
- Incubating and attracting new businesses in a competitive global economy
- Marketing the area
- Commercial building property owners – no incentive to upgrade buildings
- National economy and current recession
- Business access to capital
- Aging commercial buildings needing reuse or demolition
- Lack of appropriate workforce
- Competition from other communities

**2012 Calendar Year Action Plan  
Goal 3 - Grow the Local Economy**

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<b>Goal</b>	<b>Description</b>	<b>Primary Assigned</b>	<b>Secondary Assigned</b>	<b>Detailed Project Management Plan Timeline Completed</b>	<b>Project Not Started</b>	<b>Project In Progress</b>	<b>Project Completed</b>	<b>Multi-year Project</b>
3	Economic Development: Approve Local Economic Development Plan including priorities, incentives, retail strategy, underutilized land studies, etc.	David Hales	Economic Development Coordinator			x		x
3	Business Licensing and Registration Study: Staff to develop program, Council to adopt	Mark Huber	Tim Ervin, Alex McElroy			x		

## Goal 4

Strong Neighborhoods

### **What this means to you as a citizen**

- Protection of property values
- Choices for quality homes
- Opportunities to buy a home in a great neighborhood
- Quality neighborhood infrastructure
- Neighbors working together, helping each other, partnering with the City
- Personal safety and security

### **Objectives**

- Residents feeling safe in their homes and neighborhoods
- Upgraded quality of older housing stock
- Preservation of property/home valuations
- Improved neighborhood infrastructure
- Strong partnership with residents and neighborhood associations
- Residents increasingly sharing/taking responsibility for their homes and neighborhoods

### **Challenges and Opportunities**

- Defining the city's role and responsibilities
- Irresponsible property owners and tenants
- Funding for neighborhood infrastructure
- Working with residents and neighborhood associations
- Traffic impacts on neighborhoods
- Changing perception of different neighborhoods
- Assessing neighborhood impact surrounding environment
- Noise or other nuisances in neighborhoods
- Older neighborhoods vs. new: priority

**2012 Calendar Year Action Plan  
Goal 4 - Strong Neighborhoods**

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<b>Goal</b>	<b>Description</b>	<b>Primary Assigned</b>	<b>Secondary Assigned</b>	<b>Detailed Project Management Plan Timeline Completed</b>	<b>Project Not Started</b>	<b>Project In Progress</b>	<b>Project Completed</b>	<b>Multi-year Project</b>
4	Housing Rehabilitation & Infill Policy: Staff to Define, Council to give direction, Council to adopt new policy	Mark Huber	David Hales	x		x		x
4	Noise Ordinance: Adoption of Amended Ordinance	Todd Greenburg	Randy McKinley			x		
4	Housing Court: Direction whether or not to establish a Housing Court Ordinance	Todd Greenburg	Mark Huber			x		

## Goal 5

Prosperous Downtown  
Bloomington



### **What this means to you as a citizen**

- Traditional Downtown – the heart of the Bloomington Community
- Choices for dining and entertainment opportunities
- Reasons to go Downtown
- Preservation of the City's history and heritage
- Downtown – a regional destination for entertainment, financial center, seat of government

### **Objectives**

- More beautiful, clean Downtown area
- Downtown Vision and Plan used to guide development, redevelopment and investments
- Downtown becoming a community and regional destination
- Healthy adjacent neighborhoods linked to Downtown
- Preservation of historic buildings

### **Challenges and Opportunities**

- Future direction of Downtown
- Diversity of stakeholders
- Upgrading City facilities in Downtown
- Defining City's role in Downtown
- Residents thinking of Downtown as a destination
- Aging building and infrastructure in Downtown
- Main Street and couplet
- Attracting a hotel and restaurants

**2012 Calendar Year Action Plan  
Goal 5 - Prosperous Downtown Bloomington**

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<b>Goal</b>	<b>Description</b>	<b>Primary Assigned</b>	<b>Secondary Assigned</b>	<b>Detailed Project Management Plan Timeline Completed</b>	<b>Project Not Started</b>	<b>Project In Progress</b>	<b>Project Completed</b>	<b>Multi-year Project</b>
5	Downtown Special Events: Adopt policy on events, public subsidy, cost recovery for City services	Barb Adkins	AAD - City; DBA; Downtown Special Interest Group; Downtown residents/business and Organizers of Special Events			x		
5	Downtown Streetscape Plan: Staff to prepare plan for completing streetscape improvements (i.e. decorative street lights Downtown, trees, sidewalk repair, etc.), Council to Approve Master Plan	Barb Adkins			x			
5	Downtown Business Association (DBA): Staff to provide policy direction on future funding for DBA services to Council. Council to approve new DBA services agreement.	Barb Adkins	David Hales		x			
5	Downtown Parking Garage Phase II (Market St. Garage): Approve Funding for Phase II Repairs	Mark Huber	Bob Floyd	x		x		

## Goal 6

Great Place To Live - A Livable,  
Sustainable City

### **What this means to you as a citizen**

- Predictable future development consistent with plans
- Growth paying for growth
- City having the capacity to cost effectively serve new developments and residents
- Making Bloomington your hometown for a lifetime
- City acting as an environmental steward
- Resources and staffing to implement programs

### **Objectives**

- Well-planned City with necessary services and infrastructure
- City decisions consistent with plans and policies
- Incorporation of “Green Sustainable” concepts into City’s developments and plans
- Appropriate leisure and recreational opportunities responding to the needs of residents
- More attractive city: commercial areas and neighborhoods

### **Challenges and Opportunities**

- Sprawl development with high costs of City service delivery
- Long term financial obligations for the City
- City’s roles and responsibilities for parks, leisure opportunities
- Determining direction on future growth
- Who pays for growth
- Plans and policies vs. City decisions and actions
- Defining “livable” and “sustainable”
- Community benefits vs. individual interests

**2012 Calendar Year Action Plan**  
**Goal 6 - Great Place to Live - Livable, Sustainable City**

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Goal	Description	Primary Assigned	Secondary Assigned	Detailed Project Management Plan Timeline Completed	Project Not Started	Project In Progress	Project Completed	Multi-year Project
6	Library Strategic Plan: Approve Strategic Plan	Georgia Bouda		x		x		x
6	Facilities Joint Use Intergovernmental Agreements with Schools (Unit 5, Dist. 87, Central Catholic HS): Staff evaluate, Council Approve Agreement Updates	John Kennedy	PRCA Division Leaders		x			x
6	Ice Sheet (2nd Sheet): Staff seek collaboration with Town of Normal, ISU/IWU/HCC, Hockey Organizations	John Kennedy	Barb Wells, Richard Beck		x			
6	Parks Master Plan: Staff prepare Prioritization Schedule for Capital Projects, Council approve funding (CIP)	John Kennedy	David Hales, Tim Ervin		x			
6	Creativity Center: Council provide direction on City's Commitment to the Creativity Center, Staff evaluate Operating Costs and private fund raising options for renovation	John Kennedy	Joel Aalberts	x		x		
6	BCPA: Approve \$500,000 Budget Deficit Elimination Plan	John Kennedy	Joel Aalberts			x		
6	Eagle View South Park: Direction on \$400,000 OSLAD Grant - Retain or Return	John Kennedy	David Hales		x			
6	Bloomington Comprehensive Plan Update: Council Participation and Adoption of new plan	Mark Huber	Mark Woolard, Directors			x		x
6	McLean County Integrated Sustainability Plan: Approve Grant Application, Staff Apply for Grant through HUD	Mark Huber	Mark Woolard, Jim Karch			x		

# Goal 7

Public Safety

## **What this means to you as a citizen**

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## **Objectives**

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## **Challenges and Opportunities**

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**2012 Calendar Year Action Plan  
Goal 7 - Public Safety**

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Goal	Description	Primary Assigned	Secondary Assigned	Detailed Project Management Plan Timeline Completed	Project Not Started	Project In Progress	Project Completed	Multi-year Project
7	911/Communications Center Study: Staff to provide study, Council to approve recommendations	David Hales	Randy McKinley, Mike Kimmerling, Darren Wolf		x			
7	Fire Station #3: Review and consider possible purchase of Fire Station #3 land and building	Mike Kimmerling	David Hales			x		
7	Strategic Plan for Fire & EMS Services: Approve Funding for study to determine optimal locations for fire stations including a new station in NE Bloomington, Collaborate with Town of Normal	Mike Kimmerling	David Hales	x	x			x
7	Fire Station Building Needs Assessment: Approve study to assess the current and future repair and renovation needs of all fire station buildings and facilities	Mike Kimmerling	Mark Huber, Bob Floyd		x			x
7	Union Contract Renewals - Unit 21 Patrol Officers, Unit 21 Sgts & Lts, Telecommunications (TCMs): Direction on Negotiations, Approval of New Contracts	Randy McKinley	Emily Bell			x		
7	Strategic Plan for 2012-2015: Review, Approve	Randy McKinley	David Hales, Staff		x			
7	Police Firing Range: Study, Direction on Future Use or Disposition	Randy McKinley	David Hales		x			
7	Police Overtime Compensation: Direction	Randy McKinley	David Hales		x			
7	Traffic Enforcement: Review Financial Impact on Discontinued Program and effects on public safety, Evaluate need, Give Direction	Randy McKinley			x			



## **Action Plan Items Sorted by City Department**

**2012 Calendar Year Action Plan  
Police Department - Policy Action Items**

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<b>Goal</b>	<b>Description</b>	<b>Primary Assigned</b>	<b>Secondary Assigned</b>	<b>Detailed Project Management Plan Timeline Completed</b>	<b>Project Not Started</b>	<b>Project In Progress</b>	<b>Project Completed</b>	<b>Multi-year Project</b>
7	Union Contract Renewals - Unit 21 Patrol Officers, Unit 21 Sgts & Lts, Telecommunications (TCMs): Direction on Negotiations, Approval of New Contracts	Randy McKinley	Emily Bell			x		
7	Strategic Plan for 2012-2015: Review, Approve	Randy McKinley	David Hales, Staff		x			
7	Police Firing Range: Study, Direction on Future Use or Disposition	Randy McKinley	David Hales		x			
7	Police Overtime Compensation: Direction	Randy McKinley	David Hales		x			
7	Traffic Enforcement: Review Financial Impact on Discontinued Program and effects on public safety, Evaluate need, Give Direction	Randy McKinley			x			

**2012 Calendar Year Action Plan  
Fire Department - Policy Action Items**

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<b>Goal</b>	<b>Description</b>	<b>Primary Assigned</b>	<b>Secondary Assigned</b>	<b>Detailed Project Management Plan Timeline Completed</b>	<b>Project Not Started</b>	<b>Project In Progress</b>	<b>Project Completed</b>	<b>Multi-year Project</b>
2	Regional Fire Training Tower: Approve Funding Plan	Mike Kimmerling	David Hales			x		
2	Fire Station #6: Approve lease agreement with the Central Illinois Regional Airport (CIRA)	Mike Kimmerling	David Hales			x		
7	Fire Station #3: Review and consider possible purchase of Fire Station #3 land and building	Mike Kimmerling	David Hales			x		
7	Strategic Plan for Fire & EMS Services: Approve Funding for study to determine optimal locations for fire stations including a new station in NE Bloomington, Collaborate with Town of Normal	Mike Kimmerling	David Hales	x	x			x
7	Fire Station Building Needs Assessment: Approve study to assess the current and future repair and renovation needs of all fire station buildings and facilities	Mike Kimmerling	Mark Huber, Bob Floyd		x			x

**2012 Calendar Year Action Plan  
Public Works Department - Policy Action Items**

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<b>Goal</b>	<b>Description</b>	<b>Primary Assigned</b>	<b>Secondary Assigned</b>	<b>Detailed Project Management Plan Timeline Completed</b>	<b>Project Not Started</b>	<b>Project In Progress</b>	<b>Project Completed</b>	<b>Multi-year Project</b>
1	Refuse Collection: Approve Automated Service Implementation Plan, Approve Managed Competition Process, Evaluate public subsidy, cost recovery and fees	Jim Karch	Tim Ervin, Todd Greenburg, Emily Bell			x		x
2	Stormwater Master Plan: Approve Funding, Approve Needs Assessment Study, Adopt Master Plan	Jim Karch	Tim Ervin	x		x		x
2	Sanitary Sewer Master Plan: Approve Funding, Approve Needs Assessment Study, Adopt Master Plan	Jim Karch	Tim Ervin	x		x		x
2	Inflow & Infiltration Reduction Study: Direction, Approve Funding for I&I Elimination Projects	Jim Karch		x		x		
2	Hershey Road Extension: Approve Funding for Construction	Jim Karch	Tim Ervin	x		x		x
2	Lafayette Street Reconstruction (Morrissey to Maple): Approve Funding for Construction	Jim Karch	Tim Ervin	x		x		x
2	Bulk Waste Collection: Approve Managed Competition process, evaluate public subsidy, approve cost recovery and fees	Jim Karch	Tim Ervin, Todd Greenburg, Emily Bell		x			x
2	Recycling Collection: Approve Managed Competition process, evaluate public subsidy, approve cost recovery and fees	Jim Karch	Tim Ervin, Todd Greenburg, Emily Bell		x			x

**2012 Calendar Year Action Plan  
Water Department - Policy Action Items**

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<b>Goal</b>	<b>Description</b>	<b>Primary Assigned</b>	<b>Secondary Assigned</b>	<b>Detailed Project Management Plan Timeline Completed</b>	<b>Project Not Started</b>	<b>Project In Progress</b>	<b>Project Completed</b>	<b>Multi-year Project</b>
2	Strategic Water Supply Study - Phase II: Complete design, Council to approve funding, Council approve construction contract	Craig Cummings	David Hales, Tim Ervin			x		x
2	Water Master Plan: Council approve consultant, Staff to complete study and prioritize projects, Council approve funding of plan, Council approve Master Plan (simple/basic plan)	Craig Cummings	David Hales			x		
2	Water Conservation Program: Staff to prepare a Water Conservation Master Plan. Council to approve the Master Plan including funding to implement said plan. Council to consider establishing a Water Conservation Committee.	Craig Cummings	Mark Huber			x		
2	Water Treatment Plant Expansion: Council approve funding to cover filter, electrical, and other improvements	Craig Cummings				x		
2	Drought Management Plan Ordinance: Council to adopt recommended ordinance	Craig Cummings	Mark Huber			x		
2	Water Rate Study: Approve water rates needed to implement Water Master Plan	Craig Cummings	Tim Ervin		x			x

## 2012 Calendar Year Action Plan

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### Planning Code Enforcement Department - Policy Action Items

Goal	Description	Primary Assigned	Secondary Assigned	Detailed Project Management Plan Timeline Completed	Project Not Started	Project In Progress	Project Completed	Multi-year Project
3	Business Licensing and Registration Study: Staff to develop program, Council to adopt	Mark Huber	Tim Ervin, Alex McElroy			x		
4	Housing Rehabilitation & Infill Policy: Staff to Define, Council to give direction, Council to adopt new policy	Mark Huber	David Hales	x		x		x
5	Downtown Parking Garage Phase II (Market St. Garage): Approve Funding for Phase II Repairs	Mark Huber	Bob Floyd	x		x		
6	Bloomington Comprehensive Plan Update: Council Participation and Adoption of new plan	Mark Huber	Mark Woolard, Directors			x		x
6	McLean County Integrated Sustainability Plan: Approve Grant Application, Staff Apply for Grant through HUD	Mark Huber	Mark Woolard, Jim Karch			x		

## 2012 Calendar Year Action Plan

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### Parks, Recreation Cultural Arts Department - Policy Action Items

Goal	Description	Primary Assigned	Secondary Assigned	Detailed Project Management Plan Timeline Completed	Project Not Started	Project In Progress	Project Completed	Multi-year Project
6	Facilities Joint Use Intergovernmental Agreements with Schools (Unit 5, Dist. 87, Central Catholic HS): Staff evaluate, Council Approve Agreement Updates	John Kennedy	PRCA Division Leaders		x			x
6	Ice Sheet (2nd Sheet): Staff seek collaboration with Town of Normal, ISU/IWU/HCC, Hockey Organizations	John Kennedy	Barb Wells, Richard Beck		x			
6	Parks Master Plan: Staff prepare Prioritization Schedule for Capital Projects, Council approve funding (CIP)	John Kennedy	David Hales, Tim Ervin		x			
6	Creativity Center: Council provide direction on City's Commitment to the Creativity Center, Staff evaluate Operating Costs and private fund raising options for renovation	John Kennedy	Joel Aalberts	x		x		
6	BCPA: Approve \$500,000 Budget Deficit Elimination Plan	John Kennedy	Joel Aalberts			x		
6	Eagle View South Park: Direction on \$400,000 OSLAD Grant - Retain or Return	John Kennedy	David Hales		x			

**2012 Calendar Year Action Plan  
Administration Department - Policy Action Items**

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Goal	Description	Primary Assigned	Secondary Assigned	Detailed Project Management Plan Timeline Completed	Project Not Started	Project In Progress	Project Completed	Multi-year Project
2	City Facilities Master Plan: Complete Needs Assessment Study, Prioritize a list of improvements, Approve Financing Plan, and Master Plan	Barb Adkins	Mike, Mark, Bob Floyd	x		x		
5	Downtown Special Events: Adopt policy on events, public subsidy, cost recovery for City services	Barb Adkins	AAD - City; DBA; Downtown Special Interest Group; Downtown residents/business and Organizers of Special Events			x		
5	Downtown Streetscape Plan: Staff to prepare plan for completing streetscape improvements (i.e. decorative street lights Downtown, trees, sidewalk repair, etc.), Council to Approve Master Plan	Barb Adkins			x			
5	Downtown Business Association (DBA): Staff to provide policy direction on future funding for DBA services to Council. Council to approve new DBA services agreement.	Barb Adkins	David Hales		x			
1	Impact Fees: Approve water development impact fees following approval of Water Master Plan	David Hales	AAD		x			x
1	Fiscal Impact Analysis: Approve Fiscal Impact Analysis Policy. Approve Annexation Ordinance Amendment on use of Fiscal Impact Analysis.	David Hales	Tim Ervin, Mark Huber		x			
3	Economic Development: Approve Local Economic Development Plan including priorities, incentives, retail strategy, underutilized land studies, etc.	David Hales	Economic Development Coordinator			x		x
7	911/Communications Center Study: Staff to provide study, Council to approve recommendations	David Hales	Randy McKinley, Mike Kimmerling, Darren Wolf		x			
1	Performance Excellence/Managed Competition: Approve Managed Competition Process, Approve Managed Competition Policy Statement, Approve City services to be evaluated in 2012.	Tim Ervin	Performance Auditor			x		x
1	Debt Policy: Approve	Tim Ervin	AAD			x		
1	FY 2013 Budget: Approve	Tim Ervin	David Hales, Alex McElroy		x			



**2012 Calendar Year Action Plan  
Information Services Department - Policy Action Items**

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<b>Goal</b>	<b>Description</b>	<b>Primary Assigned</b>	<b>Secondary Assigned</b>	<b>Detailed Project Management Plan Timeline</b>	<b>Project Not Started</b>	<b>Project In Progress</b>	<b>Project Completed</b>	<b>Multi-year Project</b>
1	ERP System - Implementation of Phases II and III: Approve FY 2013 Funding (Phase III and IV)	Scott Sprouls	AAD			x		x
1	Communications Technology Master Plan: Approve	Scott Sprouls	Barb Adkins			x		x
1	Televising Council Meetings and Webstreaming: Approval of contract	Scott Sprouls				x		
1	Video Surveillance System: Approve purchase of system equipment, staff to complete installation in	Scott Sprouls	Randy McKinley			x		

**2012 Calendar Year Action Plan  
Finance Department - Policy Action Items**

12/02/2011 4:12 PM KB

<b>Goal</b>	<b>Description</b>	<b>Primary Assigned</b>	<b>Secondary Assigned</b>	<b>Detailed Project Management Plan Timeline Completed</b>	<b>Project Not Started</b>	<b>Project In Progress</b>	<b>Project Completed</b>	<b>Multi-year Project</b>
1	Property Tax Levy for Calendar Year 2011: Approve	Finance	David Hales		x			
1	Procurement/Purchasing Policy: Approve	Finance	Kim Nicholson			x		
1	Metro Zone Agreement: Review Metro Zone Audit, Review and consider potential changes in the Bloomington/Normal Metro Zone Agreement	Finance	David Hales, Todd Greenburg			x		

**2012 Calendar Year Action Plan  
Legal Department - Policy Action Items**

12/02/2011 4:12 PM KB

<b>Goal</b>	<b>Description</b>	<b>Primary Assigned</b>	<b>Secondary Assigned</b>	<b>Detailed Project Management Plan Timeline Completed</b>	<b>Project Not Started</b>	<b>Project In Progress</b>	<b>Project Completed</b>	<b>Multi-year Project</b>
1	Policy to Address Fee Waiver Requests from Non-profit Organizations and other Governments: Approve Ordinance	Todd Greenburg				x		
1	Recodification: Approval of Project Timeline and Funding, Needs Assessment Study by Staff	Todd Greenburg	David Hales		x			
4	Noise Ordinance: Adoption of Amended Ordinance	Todd Greenburg	Randy McKinley			x		
4	Housing Court: Direction whether or not to establish a Housing Court Ordinance	Todd Greenburg	Mark Huber			x		

**2012 Calendar Year Action Plan  
Human Resources Department - Policy Action Items**

12/02/2011 4:12 PM KB

<b>Goal</b>	<b>Description</b>	<b>Primary Assigned</b>	<b>Secondary Assigned</b>	<b>Detailed Project Management Plan Timeline Completed</b>	<b>Project Not Started</b>	<b>Project In Progress</b>	<b>Project Completed</b>	<b>Multi-year Project</b>
1	Labor Contracts: Provide policy guidance during negotiation phases and approve new union contracts	Emily Bell	Angie Brown			x		x

**2012 Calendar Year Action Plan  
Library Department - Policy Action Items**

12/02/2011 4:12 PM KB

<b>Goal</b>	<b>Description</b>	<b>Primary Assigned</b>	<b>Secondary Assigned</b>	<b>Detailed Project Management Plan Timeline Completed</b>	<b>Project Not Started</b>	<b>Project In Progress</b>	<b>Project Completed</b>	<b>Multi-year Project</b>
6	Library Strategic Plan: Approve Strategic Plan	Georgia Bouda		x		x		x