

COUNCIL PRIORITIES / OPERATIONAL INITIATIVES

CITY MANAGER/ADMINISTRATION		j.gillham@ci.sutherlin.or.us	
Objective: Goals 1 - 8	Due Date	Council Date	Status
Update City Code			
1. Establish review process	Various		On-going
2. Present recommended code changes to council	Various		On-going
Objective: Goals 2, 3, 4, & 5			
Business Licenses & Building Safety Inspections (2017 Priority)			
1. Establish a methodology and timeline and report to Council-Workshop	Mar '17	3/27/2017	Moved to 4/10/17 Meeting
2. Research options and report to Council	Apr '17	4/10/2017	Completed
3. Establish as directed by Council	May '17	5/8/2017	
Objective: Goal 5			
Begin CBA agreements - AFSCME			
1. Schedule discussions	Jan '17		Completed
2. Hold discussions	Jan/Feb '17		Completed
3. Arbitration	Apr '17		Not needed
4. Present to Council	Jun '17	6/12/2017	Presented to Council 4/10/17
Objective: Goal 5			
Update personnel handbook and adopt changes			
1. Draft new rules with formation of council committee	Mar '18		
2. Review new rules with council committee	Apr '18		City Manager to present
3. Present new rules to Council	May '18	5/14/2018	
Objective: Goal 5			
Create electronic employee training schedule - CIS			
1. Identify training	Oct '17		
2. Establish schedule - software w/configuration of council chamber	Nov '17		
3. Report	Nov '17	11/13/2017	
Objective: Goal 2 & 5			
Continue working with volunteers in keeping library services in Sutherlin			
1. Create a local coordination team	Jan '17		Completed
2. Develop short term operations plan	Mar '17		Completed
3. Develop a long-range solution	Nov '17		
4. Report to Council	Jan '18	1/8/2018	

Note: "Report to Council" can be a written Strategic Plan Update, Presentation or Workshop