



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#12B-5:

Resolution Number: **R – 2007.09.12- 135**
Resolution Re: ESTABLISHMENT OF FY 2008 EXPECTATIONS BY
MAYOR AND CITY COUNCIL FOR CITY MANAGER

WHEREAS: Well thought out and clearly defined expectations by the Mayor and City Council for the City Manager will aid in the establishment of an effective Council-Manager relationship; and

WHEREAS: An effective Council-Manager relationship will support the further prosperity and growth of the Dover community; and,

WHEREAS: The Dover City Council and City Manager are committed to efficiently and effectively meeting the increasingly complex and diverse needs of the Dover citizens; and,

WHEREAS: The Dover City Council and City Manager have proactively discussed ongoing expectations and priorities for the coming year;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Mayor and City Council establish the attached list of ongoing expectations for the City Manager during the ensuing year.

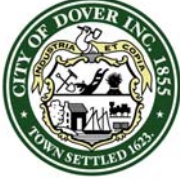
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

Approved as to Legal Form: Allan B. Krans, Sr.
City Attorney

Recorded by: Valerie French
Interim City Clerk



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DOCUMENT ACTIONS:

Regular Meeting held September 12, 2007.

Hindle moved to adopt, seconded by Ciotti.

Hindle moved to amend the Priority list by moving #1 under 2nd highest

To the Highest Priority List, seconded by Ciotti.

Motion passed on a 5-3 vote, Cheney, Keays and Scott opposed, DeDe out of room.

Turner moved to amend by adding “Finish Route 108 sidewalk project” to 2nd highest priority, seconded by Ciotti. (No vote was taken)

Motion to adopt as amended **FAILED** on a 4-5 roll call vote, Hindle, Ciotti, DeDe and Myers In favor.

Trefethen moved to reconsider, seconded by Turner.

Motion passed on a 6-3 vote, Keays, Cheney and Scott opposed.

Trefethen moved to amend by adding Councilor Turner’s previous amendment regarding Rte 108 sidewalks, seconded by Turner. Motion to amend passed on a 6-3 vote, Cheney Ciotti and Scott opposed.

Hindle moved to amend the Priority list by moving #1 under 2nd highest

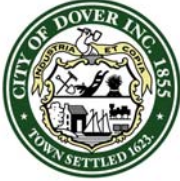
To the Highest Priority List, seconded by Ciotti.

Main motion as amended:

VOTING RECORD		
Date of Vote: 09/12/07	YEA	NAY
Mayor Scott Myers	X	
Deputy Mayor Jason Thomas Hindle, At Large	X	
Councilor Robert Keays, Ward 1		X
Councilor Douglas DeDe, Ward 2	X	
Councilor David Scott, Ward 3		X
Councilor Dean Trefethen, Ward 4	X	
Councilor Catherine Cheney, Ward 5		X
Councilor Harvey Turner, Ward 6	X	
Councilor Dennis Ciotti, At Large	X	
Total Votes:	6	3
RESOLUTION PASSES		

RESOLUTION BACKGROUND MATERIAL:

The following expectations are established for the City Manager through FY2008 with 15%, 10% and 5% additional weighting to be applied in scoring the highest to 3rd highest items, respectively during the City Manager’s annual performance evaluation.



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Highest Priority

Develop & update yearly Master Plan for road paving and sidewalk improvements (5 year plan). Include variables such as costs, funding, and tie-ins with additional work such as water, sewer, and drainage. Make this information easily accessible to the public.

Identify current outsourcing and potential future outsourcing opportunities. Recommend efficiencies/savings, as appropriate, for either expanding outsourcing or bringing some tasks back in-house.

Work with DBIDA to improve the opportunities to the City for economic development and business retention, and keep the Council updated with the role of the DBIDA Board.

Implement updated financial software and recommendations of both the CAFR and the most recent payroll audit to improve/correct noted issues.

Provide budget per Council guidance. Such guidance to be given in Jan./Feb. time frame.

2nd Highest Priority

~~Provide budget per Council guidance. Such guidance to be given in Jan./Feb. time frame.~~

Start Henry Law Ave. reconstruction. Expedite resolution to property abutters so that this can occur in the spring. Update Council as needed as to any legal roadblocks that prevent this from occurring.

Establish formalized Department Head goals and present with annual budget submission.

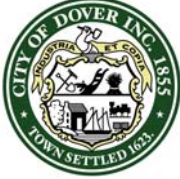
Establish quarterly public open forums with opportunity for public comments & questions. Continue to hold topic specific forums as needed.

Complete Route 108 Sidewalk Improvement Project.

3rd Highest Priority

Present revised and abbreviated budget summary, along with budget. (20-30 pages).

Continue to work with the Willand Pond Ad Hoc Committee, DES, Somersworth, Strafford Regional Planning and others to find and attain solutions to both the short and long term issues of the high water table at Willand Pond.



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Complete consolidation of Clerk & Tax Collector functions. Continue to work overall space needs for remainder of City Hall & Police Department.

Continue to expand City web-site offerings, to also include a more user-friendly e-mail for Councilors (Outlook).

4th Highest Priority

Complete/update a public/private wage & benefits analysis for Dover area labor force.

Maintain accessibility to the public and visibility at public events in Dover.

Provide quarterly updates on Tolend Road Landfill, Turnkey odor issues and Dover Ice Arenas.

Establish Crosswalk Plan to review appropriate numbers and locations and to prioritize maintenance/painting twice a year.