














Progress Report on Town Manager Goals and Priorities.



Staff:
Roger Stancil, Town Manager

Department:

Overview: The Town Manager's Goals and Priorities were set during the Manager's Annual Evaluation in October, 2017. Below is a summary progress on the goals and priorities. Attached are the documents that have been used with the Council as a monthly progress report. Setting this short term system in place exemplifies how the organization can perform when the Council and Manager are clear about expectations for deliverables and timelines.

Status	Town Manager Priority Category
	1. Core <ul style="list-style-type: none"> ✓ Maintain community satisfaction
	2. Transition <ul style="list-style-type: none"> ✓ Council orientation ✓ Prepare senior leadership for transition ✓ Support Town Manager recruitment
	3. Strategic <ul style="list-style-type: none"> ✓ Produce Affordable Housing Quarterly Report, Housing Master Plan and Investment Plan ✓ Present Council with draft Strategic Plan goals and objectives ✓ Initiate LUMO Rewrite and Future Land Use Map Refinement ✓ Form-based code modifications ✓ Provide American Legion recommendation
	4. Facilities <ul style="list-style-type: none"> ✓ Complete Hamilton Road Fire Station Construction ✓ Complete Municipal Services Center Development Agreement ✓ Establish formalized Capital Program Infrastructure Program
	5. Financial and Organizational <ul style="list-style-type: none"> ✓ Provide balanced 2018-19 Budget with demonstrated connections to Strategic Plan and Departmental Business Plans ✓ Obtain Healthcare Task Force recommendation to reduce health care costs ✓ Modify Percent for Art plan, update community arts and culture policies, and establish new arts collaborations with UNC and Orange County ✓ Establish an Office of Community Resiliency
	6. Policy and Development <ul style="list-style-type: none"> ✓ Provide support resources for Historic District Commission ✓ Progress on E-F Road Construction, Downtown Streets and Sidewalk Study and Amity Station
	7. Intergovernmental <ul style="list-style-type: none"> ✓ Draft Intergovernmental Memorandum of Understanding ✓ LaUNCH Nonprofit Charter ✓ Joint Use of Public Facilities

Town Manager Evaluation Goal	Status	Completed Deliverables
1. Implement a process for rewriting the Town's LUMO, meeting timeline goals presented to Council.		<ul style="list-style-type: none"> November 2017: Council adopted Land Use Management Ordinance Rewrite Project Charter Current Status: Future Land Use Map Refinement is underway and scheduled to be presented to Council in November, 2018
2. Develop and execute a strategic planning process for the Town and continue to demonstrate how that process affects all that the Town does		<ul style="list-style-type: none"> January and April 2018: Draft Strategic Plan Goals and Priorities Presented to Council January 2018: Affordable Housing goal area used as a prototype for work plan, metrics and investment plans June 2018: Draft Strategic Goals used to organize 2018-19 budget and Future Land Use Map priorities
3. Launch the parking initiatives shared with Council at the April 12 Council work session.		<ul style="list-style-type: none"> December – June 2018: Install pay stations (garages, streets and off-street) April and May 2018: Negotiate new leases June 2018: Initiate engineering and design to repair and/or add to Wallace Deck Research strategies for new parking requirements in downtown
4. Initiate actions to implement reports and recommendations of the American Legion, Town Properties and historic Town Hall Council committees.		<ul style="list-style-type: none"> June 2018: Council used Town Properties Task Force recommendations in Kidzu considerations June 2018: Council receives staff recommendation about the next steps for the American Legion property
5. Develop and begin implementation of a plan with timelines and strategies to leverage Town assets with other governmental partners, affordable housing partners and the private sector to increase the affordable housing stock in Chapel Hill.		<ul style="list-style-type: none"> January 2018: Established a monthly coordination meeting with non-profit and municipal affordable housing partners and reports to Council May 2018: Council receives Affordable Housing Investment Plan and initiates bond referendum May 2018: Council receives report on Public Housing Master Plan January – June 2018: Affordable Housing story is shared through new website and quarterly reports
6. Continue development of future leaders within the Town organization to continue to attract and retain the best and brightest for the Town.		<ul style="list-style-type: none"> Smart Leaders, Smarter Teams workshop held with 24 participants. Held third Leading for Collaborative Innovation program with 15 participants. Compensation Task Force is making progress towards a pay system that rewards performance equitably. Health Care Task Force initiated the proposal to establish a health care deductible to reduce costs.

	<ul style="list-style-type: none"> Executive Directors worked with Town Manager to develop the Town's 2018-19 recommended budget and manage the Council's budget work sessions.
<p>7. Build a project management system that reports on the infrastructure funded by the bond referendum and other sources. Manage our capital program consistent with Council economic development goals.</p>	 <ul style="list-style-type: none"> January 2018: Established quarterly Capital Program Reports April 2018: Procured and configured e-Builder, a capital project management software May 2018, Town project managers were trained on the new e-Builder capital project management software. June 2018: Developed a training program for capital project managers and complete testing the software and importing information on active capital projects.
<p>8. Enhance economic development climate for developing and retaining new business through support of entrepreneurship initiatives.</p>	 <ul style="list-style-type: none"> March 2018: Creative framing presented to Council Committee on Economic Sustainability with refinements. May 2018: Initiated web site redevelopment to be more in line with marketing concepts.

Attachments:

1. Town Manager Goals Nov 2017-June 2018
2. Town Manager Priorities Nov 2017-June 2018