

2015 WORK PLAN - PROJECTS

DEVELOP A BALANCED AND VIBRANT CITY ECONOMY TO IMPROVE SOCIOECONOMIC STATUS

Program	Project	Multi-Dept. Project	Lead Dept.	Other Depts.	Annual Person Hours	Funding		Schedule		Procurement Tier	Council Involvement		External Agencies	Results	Next 90 Days
						Amount	Source	Kick-off	Complete		Study Session	Action			
Community Development Block Grants	2015 Projects	Yes	FD	PW/ED/Comm	Unk	\$200,000	CDBG	2014	TBD	\$50K - \$250K	No	N/A	Adams County	Received notice of 2015 funding - awaiting release of funds from HUD.	Receive release of funds notice, begin RFP process, award contract, begin project.
	CDBG Direct Allocation Process	Yes	CD	FD, CA	Unk	TBD	CDBG	07/01/15	TBD	\$0 - \$15K	TBD	TBD	Adams County	Council approved City to Cancel CDBG contract with County and approved City pursue CDBG as a recipient.	Staff is working on a RFP to hire a consultant to help with writing a Consolidated Plan.
ED: Business Retention/Expansion	Business Appreciation Event	Yes	ED	Comm	100	\$6,000	GF	01/01/15	03/19/15	\$0 - \$15K	N/A	N/A	U.S. Congressman Perlmutter's Office	2016 event date and venue chosen - March 17, 7:30-9 a.m. at the Yellow Rose Event Center in Derby.	Open nominations, choose winners and hold event to show how much the city appreciates its businesses.
	Existing Business Outreach Program	Yes	ED	All	Unk	\$4,000	GF	05/01/15	12/31/15	\$0 - \$15K	Q1 2016	N/A	Adams County ED	Met with 42 companies in Q4 to show how much the city appreciates its businesses and offer any needed assistance for growth or retention.	Send out a survey to around 200 businesses to gather information that helps the city's business retention and expansion efforts.
ED: New Business Attractions	Multi-Year Marketing Strategy	Yes	ED	Comm	TBD	TBD	GF	05/01/15	12/31/15	\$0 - \$15K	TBD	N/A	None	Working with Comm to create a final strategy document.	Update ED brand standards to better compliment the city's overall brand standards.
	Expand Business Incentives Program	Yes	ED	FD, CA	Unk	TBD	TBD	On-going	N/A	\$0 - \$15K	TBD	TBD	Adams County ED	Testified in front of state EDC regarding adding qualified enterprise zone boundaries to the City's existing EZ boundaries. EZ expansion was approved and a new EZ map for the city was developed.	Hold EZ seminar for small businesses in the city. Promote any competitive advantages identified in CD's competitive analysis study during incentives discussion with prospects. The study will be released by Community Development in March.
	New Collateral Materials	Yes	ED	Comm, IT	Unk	\$12,000	GF	01/01/15	12/31/15	\$0 - \$15K	Q1-Q4 2015	N/A	Development Research Partners	Released Q3 Economic Activity Report showing major economic indicators for the city. Developed a quarterly "trends" sheet.	Publish a city Economic Profile for BRE/general prospect visits. Release Q4 Economic Activity Report and "trends" sheet.
	Develop a Comprehensive Business Case for New Business Locations	Yes	ED	All	60	\$0	GF	03/01/15	12/31/15	\$0 - \$15K	N/A	N/A	Community Partners	UPS completes its expansion in the city, adding new jobs and capital investment. Worked with 89 prospects total for potential business locations in the city.	Through Q2, use business case information and research to update ED website.
	Site Selector Outreach	Yes	ED	Comm	TBD	\$5,000	GF	01/01/15	12/31/15	\$0 - \$15K	N/A	N/A	None	Marketed the city to site selectors at the Site Selectors Guild Fall Conference. Worked with xx site selectors on potential projects in the city.	Market the city to site selectors at the annual Site Selectors Guild conference.

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ED: Real Estate Development	Retail Development/Attraction Strategy	Yes	ED	CD, Comm	Unk	TBD	GF	03/01/15	12/31/15	\$0 - \$15K	Q2 2015	N/A	None	Facilitated mtg between city reps and Aspen Hills developer working to close several retail deals. Completed retail maps and available locations sheet for potential retail projects.	Start preparing for ICSC's RECon conference. Continue working with retail prospects.
	Targeted Real Estate Broker/Developer Program	Yes	ED	CD, Comm	Unk	TBD	GF	01/01/15	12/31/15	\$0 - \$15K	N/A	N/A	None	Hosted brokers and developers in DSGP suite for "olympic trials" soccer game. City tours for Saunders Construction and for potential restaurant. Panelist representing city for Aerotropolis event. Attended ULI conference.	Work with Metro North Chamber on bus tour covering development opportunities in the city.
ED: Small Business Development	Dedicated Small Business Resource Center	Yes	ED	CD, Comm	Unk	TBD	TBD	02/01/15	07/08/15	\$0 - \$15K	Q3 2015	Unk	Small Business Service Providers	Purchased new conference table, chairs and training tables for the center to make it more usable for sm biz training and mtgs. SBDC had trainings in Q4. Met with CO PTAC to utilize space.	Meet with Derby Review Board to ok new signage for center rebranding effort. Hold a ribbon cutting with Council members on the new, "Commerce City Small Business Resource Center."
General Improvement Districts	Northern Infrastructure GiD	Yes	FD	CM, PW	Unk	Unk	Unk	Unk	Unk	\$0 - \$15K	N/A	N/A	None	Currently working on end of year 2015. Working with PW on any closing of projects.	Will start 2015 audit and report for CAFR.
	E-470 Commercial Area GiD	Yes	CM	FD, PW, ED	100	N/A	ECAGID mill levy	On-going 2015	On-going	Over \$250K	Q3	Q4	SACWSD	Completed initial policy analysis for presentation at City Council winter retreat.	Formalize policy direction from City Council and GiD Board of Directors regarding future revenues.
	E-470 Residential Area GiD	Yes	CM	FD, PW, ED	100	N/A	ERAGID mill levy	On-going 2015	On-going	Over \$250K	Q3	Q4	SACWSD	Completed initial policy analysis for presentation at City Council winter retreat.	Formalize policy direction from City Council and GiD Board of Directors regarding future revenues.

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Housing	Conter Estates Phase 3 redevelopment	Yes	CD	CM, PW	500	TBD	Housing Authority	02/01/14	TBD	\$0 - \$15K	TBD	TBD		CHFA	TBD	TBD
	Mile High Greyhound Park (crossover)	Yes	CD	PW, CMO, FD, P&R, Comm.	TBD	TBD	TBD	11/01/14	TBD	\$0 - \$15K	TBD	TBD		REGen	Completed legal review of the MDA, final edits to be completed in January. Had an executive session with URA Board on December 21 to receive direction on MDA negotiations.	Council and URA Exec Session scheduled for February 1st for the Adoption of the MDA, and Amendment of the URA loan agreement. There will be a zoning kick off meeting held by the end of Q1 2016.
Urban Renewal	Bridges at First Creek	Yes	CD	PW, ED	400	N/A	URA	TBD	TBD	\$0 - \$15K	On-going	On-going		Property Owner/CDOT	Applicant withdrew annexation and zoning applications. Development within the City on hold. Pending litigation on right of way issues.	Continue to address pending litigation.
	Derby	Yes	CD	PW/ED/Comm	1040	N/A	URA	2014	On-going	\$0 - \$15K	On-going	On-going		Community Enterprise	Staff has continued to work with local business owners to utilize commercial catalyst funds. In addition, the Derby Small Business Resource Center is open as a resource to businesses in the community.	Staff will be meeting with City Council to discuss next steps in the revitalization efforts for the Derby Downtown District.
	Irondale (planning/pre-work)	Yes	CD	PW, ED	25	N/A	N/A	Q3	Q4	\$0 - \$15K	N/A	N/A		N/A	Project has not commenced yet.	Project kick off to occur in 1Q 2016
	Mile High Greyhound Park	Yes	CD	PW, ED	1040	TBD	URA	2014	On-going	\$0 - \$15K	On-going	On-going		ReGen	Completed legal review of MDA, in process of final edits. Had an executive session with URA Board on December 21 to receive direction on MDA negotiations.	Prepare for February 1st URA Executive session and Council to Adopt the MDA and the amendment of the URA loan agreement. Zoning kickoff meeting will be scheduled by end of Q1 2016.
	RTD Station Area	Yes	CD	PW, ED	520	TBD	TBD	2014	On-going	\$0 - \$15K	On-going	On-going		RTD	Project has not commenced yet.	TBD
	Victory Crossing	Yes	CD	ED	200	N/A	N/A	06/01/13	On-going	\$0 - \$15K	On-going	On-going		KSE	Continue to work with SACFD on admin building and KSE on development of the rest of the project.	Finalize PIA for KSE property and agreements for Central Park Blvd.

2015 WORK PLAN - PROJECTS

FINANCIALLY-SOUND CITY GOVERNMENT TO MAINTAIN OR IMPROVE LEVELS OF SERVICE

Program	Project	Multi-Dept. Project	Lead Dept.	Other Depts.	Annual Person Hours	Funding		Schedule		Procurement Tier	Council Involvement		External Agencies	Results	Next 90 Days
						Amount	Source	Kick-off	Complete		Study Session	Action			
AFSCME Contract	Renewal for 2016-2017	Yes	HR	CM	300	N/A	N/A	April	30 days	\$0 - \$15K	N/A	N/A	AFSCME	Completed	No further action required
Garbage & Recycling Program	Fully Automated Garbage Collection Implementation	Yes	PW	Comm	780	\$1,546,860	GF	03/01/15	05/01/15	Over \$250K	09/22/14	10/06/14	None	Project was completed in 2015. Results are being tracked on a monthly basis with reports from the waste provider and through City staff.	Continue to provide reports.
Grants	Grant administration	Yes	FD	All	Varies	Varies	Varies	On-going	On-going	Over \$250K	TBD	TBD	Varies	Applications were submitted and awards were processed.	Continue applying for funds - report grant awards approved by City Council.
Internal Safety Team	Risk Management Alliance Program	Yes	HR	All	250	N/A	GF	Q1	Q4	\$0 - \$15K	N/A	N/A	Pinnacol	All 7 components of the Risk Management Alliance Program completed. As a result of the work completed, the WC Premium for 2016 decreased by \$42,000 from 2015. The Experience mod was also decreased from 1.31 in 2015 to a 1.22 in 2016.	Setting up 2016 targets and objectives with the new broker.
	Safety Incentive	Yes	HR	All	125	\$3,500	GF	Q2	Q4	\$0 - \$15K	N/A	N/A	Pinnacol	Program design completed and gained Leadership approval. Requested 2016 budget was approved. Guideline is being finalized with Communications division.	Communications and rollout in February 2016.
Long Range Planning	DIA Noise Mitigation	Yes	CM	CD/PR /CA	200	\$1,750,000	DIA Fund	Q1	06/01/15	Over \$250K	Q3	Q3	None	DRT met to discuss future work session with city council.	Study session to be scheduled with city council.
	NATE	Yes	CD	PW	40	\$0	Unk	Q1	Q4	\$0 - \$15K	N/A	N/A	RTD	RTD has sent out a final draft of the NATE study for review. The final draft contains background research, alternatives for transit alignment, and a recommended option.	Completed comments on the draft of the NATE study.

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FINANCIALLY-SOUND CITY GOVERNMENT TO MAINTAIN OR IMPROVE LEVELS OF SERVICE

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Organizational Develop.	Benefits Plan and ACA	No	HR	All	150	N/A	N/A	Q1	Q4	\$0 - \$15K	03/23/15	Unk	None	2015 work completed for transfer from Kaiser to United Healthcare. 288 employees open-enrolled into one of three medical plan options. 14 employees met the hours requirement to be Variable-Hour Benefits Eligible (VHB), 8 have enrolled in benefits.	Work closely with employees, IMA and UHC on issues related to the change in insurance companies. Complete legal reporting requirements under the ACA. Continue to monitor ACA law changes and requirements.
	Compensation Philosophy	Yes	HR	All	200	N/A	N/A	Q1	Q2	\$0 - \$15K	N/A	N/A	None	Completed and communicated.	No further action required.
	Performance Management	Yes	HR	All	240	Unk	Unk	Q3	Q4	\$0 - \$15K	N/A	N/A	None	Worked with an internal team and did external research. Development of the 5-point rating scales completed and approved. Balance of the PM system, including new performance evaluation forms draft completed. Approved by CM.	Presentation to Leadership for final tweaks and approval. Communication and training for the entire organization. Keep the new program on-track.
	PIA Summit	Yes	CD	DRT/PW	50	N/A	N/A	Q2	Q2	\$0 - \$15K	N/A	N/A	None	Project has been on hold pending hire of City Engineer	Project has been on hold pending hire of City Engineer
	Training and Development	Yes	HR	All	100	\$42,000	GF	01/01/15	12/31/15	\$0 - \$15K	N/A	N/A	None	Leadership Retreat 12/04/2015. Also held 6 additional (non-wellness) trainings.	Complete plans for 2016 trainings including Supervisor University.
	Wellness Program	Yes	HR	All	120	\$17,000	GF	Q1	Q4	\$0 - \$15K	N/A	N/A	None	There were 409 participants in the Wellness program in Q4. 2015 Wellness Program Highlights: * 885 total participants * 214 unique participants * 122 employees earned a floating holiday to use in 2016 The 2016 plan is complete.	2016 plan draft is competed. Communicate and execute the 2016 plan. The first challenge is "Healthy Choices."
	Be a Learning Organization	No	PD	HR	Unk	TBD	GF	Q1	Q4		N/A	N/A	None	The PD has appointed 5 new field training officers who will attend training January 25-29, 2016. Thirty one policies have been drafted but progress on the policy manual was disrupted by several complex investigations that occurred during the fourth quarter.	Several policies will be sent for legal review. The body worn camera program and the Citizens Advisory Board will be the focus for the next 90 days.
Organizational Services	2016-2017 Budget	Yes	FD	All	Varies	TBD	TBD	04/01/15	12/01/15	Over \$250K	08/24/15	11/02/15	None	2016-2017 Budget was adopted and published.	Finance team is working on a standard budget process and a new calander format.
	2014 Audit and 2014 CAFR	Yes	FD	All	Varies		GF	04/01/15	07/01/15	\$50K - \$250K	N/A	N/A	None	We started 2015 Audit process in October and provided data to auditors.	We will continue to work with the audit team to provide accurate and complete reporting.
	Technology Enhancements	Yes	IT	All	Unk	N/A	GF & RE	01/01/15	12/31/15	\$0 - \$15K	N/A	N/A	None	2016 Work plan complete; Received five RFP responses for Network VoIP Upgrade, evaluation process has narrowed selection to three vendors; DR plan updated.	Complete Network VoIP Upgrade vendor seletion and contract negotiations. Begin Network VoIP upgrade. Obtain council approval on contract. Select vendor for Office 365 migration. Select vendor for Data storage upgrade. Support RIM project.
	Tax Taskforce	Yes	CM	FD/ED	780	\$35,000	GF	12/01/14	12/31/15	\$15K - \$50K	07/27/15	08/03/15	Facilitator	Project Suspended	Project Suspended.
Water	Water Management and Coordination Processes	Yes	CD	CM/Legal	520	\$45,000	GF/CA budget	Q1	On-going	\$0 - \$15K	Q2	N/A	SACWSD	Continue to provide support for the Water Commission, Water Committee and City Water Team to address issues related to water.	Review draft fee study with SACWSD and evaluate water portfolio needs.

2015 WORK PLAN - PROJECTS

DEVELOP AND MAINTAIN THE PUBLIC INFRASTRUCTURE TO IMPROVE COMMUNITY APPEARANCE AND ENCOURAGE PRIVATE INVESTMENT

Program	Project	Multi-Dept. Project	Lead Dept.	Other Depts.	Annual Person Hours	Funding		Schedule		Procurement Tier	Council Involvement		External Agencies	Results	Next 90 Days
Annual Capital Maintenance	Maintain existing levels of services on all roads, and city facilities	Yes	PW	N/A	12,480	\$390,000	HUTF	01/01/15	12/31/15	Over \$250K	N/A	N/A	Varies	Completed projects this quarter include: traffic signal installation at 104th Ave & Potomac, mill & overlay project on 60th Avenue, Holly Street and North Rose Hill neighborhood, and 2014 & 2015 CDBG pedestrian ramp installations. Snow & ice control operations began. Design efforts were initiated for the Second Creek Infrastructure project and the Chambers Road multi-use trail & bridge project.	An ad for bids will be issued for the following projects: Tower Road Widening, Chambers Road Multi-Use Path & Bridge, Sand Creek Drive sidewalk installation, and 120th Avenue & Buckley intersection improvements. Design services will be procured for Pena Blvd at Tower Road Ramp environmental & design services, Station Area Improvements project design services, and Highway 2 Widening construction management services.
	Maintain existing levels of services on all parks, recreation, and golf facilities	Yes	PRG	N/A	Unk	As budgeted by division	Operating	01/01/15	12/31/15	\$0 - \$15K	N/A	N/A	N/A	PARKS: Identified General Park Improvement projects were completed and/or are now in process and trees for replacement in spring 2016 have been identified. RECREATION: City vehicles relocated to a more visible area, where signage, lighting and security was improved. GOLF: Completed all projects on time and within budget, most notably parking lot lighting and landscape improvements and 1st phase irrigation replacement.	PARKS: Identify and plan for 2016 General Park Improvement projects from ongoing comprehensive categorized and prioritized list of projects. Implement tree replacement plan for spring 2016. RECREATION: Men's locker room showers will be resurfaced due to product defect on work completed during closure (covered through warranty). GOLF: Begin 2016 work plan projects.
Capital Improvement Program	2015 Projects	Yes	CM	All	Varies	Varies	Varies	Varies	Varies	Over \$250K	N/A	N/A	CDOT	Completed	Implement 2016 projects.
	5 Year CIPP (2016-2020)	Yes	FD	All	Varies	Varies	Varies	03/01/15	12/01/15	Over \$250K	05/11/15	TBD	Varies	2016 CIPP dollar amount was approved. The next step is for Council to approve the individual projects.	Finance will work with leadership to publish approved projects.
I-76 Annexation	Coordination with Adams County and CDOT to annex I-76	Yes	CD	PW, CM, Comm., CA	150	TBD	TBD	Q1	Q3	\$0 - \$15K	08/10/15	09/07/15	CDOT	Staff determined that this project was not feasible at this time.	Remove project from work plan.
Land Development Code	Issue specific substantive revisions	Yes	CD	CA	390	N/A	N/A	07/01/15	12/31/15	\$0 - \$15K	11/09/15	12/07/15	N/A	Issues have been identified and drafts have been started	Study Sessions with PC and CC in 1Q of 2016. Adoption to follow
Weeds	Noxious Weeds	Yes	CD	PRG, PW	500	TBD	GF	Q1	On-going	\$0 - \$15K	03/23/15	04/20/15	ADCO	The Noxious Weed Management Plan has been evaluated and violation penalties need to be added to deal with violations of noxious weed provisions in the same manner as other weeds and vegetation covered in Municipal Code Section 6-2012.	City attorney to draft ordinance. Study session set for 4/11. First ordinance reading on 5/2 and second reading on 6/6.
	Update the Weed Management Plan	Yes	PW	CD, PRG	50	\$0	N/A	01/01/15	05/15/15	\$0 - \$15K	N/A	N/A	ADCO	An IGA with Adams County for weed management was approved.	An implementation plan for weed management in open space areas will be developed with Adams County staff for the 2016 spring & fall seasons.

2015 WORK PLAN - PROJECTS

PRESERVE AND NURTURE A QUALITY COMMUNITY TO IMPROVE RESIDENT HEALTH AND SAFETY

Program	Project	Multi-Dept. Project	Lead Dept.	Other Depts.	Annual Person Hours	Funding		Schedule		Procurement Tier	Council Involvement		External Agencies	Results	Next 90 Days
Active Living/Healthy Lifestyles	Establishment of HEAL committee	Yes	PRG	HR, COMM	Unk	Unk	Unk	Unk	Unk	\$0 - \$15K	TBD	TBD	TBD	Presented program update to council Drafted Food Bank Network MOU Participated in Food Bank Network meetings Participated in LiveWell Adams County meetings Finalized 2016 work plan	Draft healthy meeting administrative policy Draft container gardening program outline Draft land development code amendments Approve FBN MOU Identify grant opportunities
	Service Sustainability Model Update	Yes	PRG	FD	Unk	Unk	Unk	Unk	Unk	\$0 - \$15K	TBD	TBD	TBD	Meeting held with consultants, definitions of service categories reviewed/ revised by staff, data collection in progress.	Data collection & analysis
Historic Preservation Plan Phase 2	Historic Preservation Ordinance	Yes	CD	CA, ED	364	TBD	GF	03/01/15	12/31/15	\$0 - \$15K	Q4	Q4	Historical Society	Ultimately, this project will result in the adoption of a Historic Preservation Ordinance.	Staff will continue to research other ordinances and work on developing a draft ordinance.
Marijuana Regulation Update	Amendments to municipal and land development code	Yes	CA	PD, CD	260	N/A	N/A	01/01/15	06/01/15	\$0 - \$15K	Several	05/04/15	None		
Oil and Gas Regulations Update	Amendments to land development code	Yes	CD	CA	260	N/A	N/A	03/01/15	09/01/15	\$0 - \$15K	08/10/15	09/01/15	COGCC	Amend the LDC and Extraction Agreement to more closely align with the State requirements.	Staff is monitoring the Colorado Oil and Gas Conservation Commission's rulemaking process that is ongoing. Once the rulemaking is finalized, staff will update the LDC and Extraction Agreement as necessary.
Strategic Policing	Strategic Policing Program	No	PD	N/A	N/A	N/A	N/A	Q1	Q4	\$0 - \$15K	03/23/15	04/06/15	BPD	We have initiated a neighborhood problem solving project in the Adam Heights neighborhood which has resulted in an increase in calls for service in the neighborhood. Investigative resources are being used in cooperation with residents and other metro area agencies. This was started in an effort to address the criminal activity occurring there and has resulted in numerous arrests and several recovered stolen vehicles.	Zone Commanders will work toward the identification and resolution/reduction of 5 community issues by setting a series of standing meetings for the community to participate in on a monthly basis in an effort to personalize service delivery.
Traffic Safety	Quarterly 3E Meetings (Engineering, Education, and Enforcement)	Yes	PW	PD, Comm	55	\$0	N/A	01/01/15	On-going	\$0 - \$15K	N/A	N/A	None	On-going efforts continue with monthly meetings.	This will become a recurring effort in 2016 and future years.
	Traffic warning sign inventory	No	PW	N/A	1500	\$15,000	GF	04/01/15	10/31/15	\$0 - \$15K	N/A	N/A	None	No effort this past quarter.	Develop an implementation plan for replacement of regulatory signs.
	Complete two corridor signal timing plans	No	PW	N/A	40	\$5,000	GF	07/01/15	10/31/15	\$0 - \$15K	N/A	N/A	DRCOG	No effort this past quarter.	Initiate planning efforts.
	Update traffic calming policy	Yes	PW	PD, Comm	40	\$0	N/A	03/01/15	09/30/15	\$0 - \$15K	N/A	N/A	None	Complete	Complete

2015 WORK PLAN - PROJECTS

ENGAGE THE PUBLIC TO ENCOURAGE COMMUNITY INVOLVEMENT, COMMUNICATION AND TO BUILD TRUST

Program	Project	Multi-Dept. Project	Lead Dept.	Other Depts.	Annual Person Hours	Funding		Schedule		Procurement Tier	Council Involvement		External Agencies	Results	Next 90 Days
Buffalo Run Golf Course	Enhanced marketing of course and restaurant	Yes	PRG	Comm	Unk	Unk	Unk	Unk	Unk	\$0 - \$15K	TBD	TBD	N/A	Increase in revenue over previous year.	Begin implementation of 2016 work plan.
Channel 8		Yes	Comm	All	Unk	TBD	PEG Funds	IP	Q4 2015	\$50K - \$250K	Q4	TBD	Various	Finalize desired hardware setup with Comcast Identified conceptual terms of new operating agreement with school district Brainstormed short-and long-term staffing solutions	Confirm hardware cost estimate with school district Draft operating agreement with school district Present information to council
Citizen/Customer Survey	Customer satisfaction survey for programs and services provided	Yes	PRG	All	Unk	>\$30,000	GF	Q2	Q3	\$15K - \$50K	Unk	N/A	Unk	Final Survey documents created and will be implemented in 2016 to develop benchmark.	Begin implementation of 2016 work plan item.
Events	Implement community and department-specific events that further stated goals	Yes	Comm	All	Unk	Varies	GF	Q2	Q4	\$15K - \$50K	N/A	N/A	Varies	Completed - Candidate forum - 9Health Fair - Tree lighting - Council transition - Winterfest	Planning Memorial Day Parade and other partner events.
Neighborhood Welcome Packet		Yes	COMM	CD	100	TBD	TBD	Q3	42369	\$0 - \$15K	N/A	N/A	N/A	Brainstormed content and format. Identified newsletter format and annual printing/ mailing with overrun	Develop content
Organizational Efficiency	Housing Authority	No	CD	N/A	50	TBD	TBD	03/01/15	08/15/15	\$0 - \$15K	08/10/15	TBD	N/A	Complete	Complete
	DRT Summit (cross-dept training)	Yes	CD	All	50	N/A	N/A	Q2	Q2	\$0 - \$15K	N/A	N/A	N/A	Project has not commenced yet. Awaiting City Engineer Hiring	Project has not commenced yet. Awaiting City Engineer Hiring
Seniors	Senior Advisory Committee(s)	No	PRG	Comm	Unk	Unk	Unk	01/01/15	On-going	\$0 - \$15K	N/A	05/18/15	None	Committee presented 2015 accomplishments to City Council on 12/21/15	Annual Senior Focus Group will be held on 1/12/16