

City of Lake Elmo

2017 Work Planning Session

January 31, 2017

Part I: Organizational Purpose and Culture

What is most important within our work?

How do we want to conduct business?

In 2014, the City conducted a session to identify its core governing principles, which provide organizational direction in terms of the primary overall performance objectives.

- 1. Efficient, low cost taxpayer serviced-based government**
- 2. Disciplined and balanced market driven growth**
- 3. Well-ordered, low regulatory burdened quality of life**

Additionally, the City established its core ideas. These ideas presumably establish a statement of organizational values - “how” the City intends to perform in all aspects. Values serve as the guide for the process of local government – the decision-making process, staff execution of tasks and delivery of services, and stakeholders participating in the public process. Identifying and openly communicating what values are important within the organization can provide clarity and a basis for high performance in all settings.

City of Lake Elmo Core Ideas

First, our work must be proactive and taxpayer-centered.

Second, the program must add value to the community in all aspects.

Third, our operations must be efficient, stable and consistently fair.

Fourth, program must be cross-functional and team based.

Fifth, staff members must be allowed to demonstrate expertise in their individual fields thus building trust with the elected officials.

Activity #1

A new employee is about to begin working for the City. Within the initial orientation, you start by telling the employee about the governing principles and core ideas of the City.

or

You meet a new resident at a community function and that resident is curious about the value

Prepared by Phil Kern for use by the City of Lake Elmo

proposition the City offers to its residents. The resident is curious what's most important to the City. You share with the resident the governing principles and core ideas previously established.

Are these accurate reflections of the expectations?

If not, what is missing? What elements need to be addressed?

Part II: Issues Identification

An analysis of current conditions and future assessment.

What are the issues facing the City currently and in the coming years?

This portion of the session is going to focus on the present status of the organization. This will provide a basis for reflection, consensus building, and development of a goals platform in the second half of the session.

The following activities will work through an analysis of the present strengths and weaknesses of the organization. This is an opportunity for participants and the group to conduct an assessment of the City today and think about what it is facing in the future.

Activity #2

What is going well?

You're asked to be a guest speaker in front of a local community organization and share the things that are going well in the City. Stakeholders of all types attend – residents, business owners, community volunteers, people from neighboring communities, etc. You can tell them all strengths of the City, both the community and the organization itself. What are the strengths of the community that you are excited to tell them?

[illegible]

What Opportunities Are Available?

As the City/organization moves forward, what are the opportunities that present themselves to Lake Elmo? Opportunities are projects in process, trends, resources, or market advantages available to help the organization achieve its highest potential.

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.
