

# City of Lisbon, Iowa Goal Setting Report

December 5, 2016

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**Mayor:**

**Beryl O'Connor**

**City Council:**

**John Bardsley**

**Travis Jubeck**

**Joe Nelson**

**Doug O'Connor**

**Nathan Smith**

**City Staff:**

**Connie Meier, City Administrator**



**Facilitated by:**

*Jeff Schott*

*Institute of Public Affairs*

*University of Iowa*

**CITY OF LISBON, IOWA  
GOAL SETTING SESSION  
2016**

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# **CITY OF LISBON, IOWA GOAL SETTING SESSION 2016**

## **Introduction**

The City of Lisbon requested the Institute of Public Affairs (IPA) to assist the city with goal setting. IPA agreed to organize and facilitate a process that involved the following steps:

1. Prepare a questionnaire to identify recent accomplishments, issues/trends/concerns, potential new initiatives/programs/policies and suggestions to improve organizational effectiveness.
2. Conduct a goal-setting session with the elected officials.
3. Preparation of this final report.

## **Goal Setting Work Session**

City Council Members and the Mayor held a work session conducted by the IPA on December 5, 2016. In attendance and participating at this meeting were Mayor Beryl O'Connor and Council Members John Bardsley, Travis Jubeck, Joe Nelson, Doug O'Connor, and Nathan Smith. Also in attendance and participating were City Administrator Connie Meier and Fire Chief Joe Long.

## **Major Accomplishments**

The following were identified as major accomplishments during the past several years:

- Splash Pad
- Solar Energy - started (in process)
- New City Shop
- Purchase of New Equipment - skidloader, bucket truck, brush chipper, backhoe
- Cameras at City Park/Smoke Free Park
- Hiring of New City Administrator
- Creating Public Works Director Position
- New business at Industrial Park
- Lisbon Rehabilitation Center
- Expansion of businesses on Highway 30
- Gillette Lane Extension
- Holiday Jubilee
- Lisbon Sauerkraut Days
- New Housing Developments (Novak's)
- Drug Dog
- Repairing City Hall
- New City Website
- Entry Signs to City
- Working Relationship with School
- Agreement with Mount Vernon re police patrol
- Housing rehabilitation rant through ECICOG
- Tree planting
- Maintained strong financial condition
- Grain mill
- Global Water moving to Lisbon
- Fire Dept paramedic service certified

## **Issues, Concerns, Trends and Opportunities**

The following were identified as issues, concerns, trends, and opportunities that may affect future city services, policies, finances or operations:

- Lisbon Rehabilitation Center
  - Availability of housing for work force
- Age of Water and Sewer Lines
  - Street repairs in conjunction with sewer & water line repairs
- Street conditions – curbs and gutters
- Highway 30 Bypass
- Annexation
- New Housing Developments
- Police Dispatch Fees
- Replacement of Officers
  - Discussion with Mount Vernon regarding sharing police services
- Impact of state property tax legislation on city revenues – will state backfill continue?
- Downtown improvements
- Nuisances/Clean up Trailer Park
- Park and rec space for ballfields, green spaces, etc.
- Replacement of fire pumper and tanker
- Need for dedicated path to Sutcliffe
- Need for trails in town
- Retail and Commercial Businesses in the Downtown
  - Need to clean up apartments on ground floor

## **On-Going Commitments/Obligations**

The following were identified as on-going priorities for the upcoming 24 month period:

- Expand Parks and Rec programs
- Zoning Ordinance update
- Retention pond at Novak Estate - beautification
- Sewer plant update
- Continue downtown beautification program
- Continue economic development incentive programs
- Continue street repairs
- Continue tree planting program/grants
- Develop business and building economic development inventory
- Continue trails projects
- Continue to investigate joint police services with Mount Vernon

## **New Priority Projects, Programs, Policies and Initiatives**

The participants reviewed potential projects, programs, policies and initiatives for consideration and selected the following as a priority for the upcoming 24 month period:

- Investigate purchasing and developing industrial park
- Investigate developing a sports complex
- Annexation of property to the Bypass
  - Develop land use plan for Highway 30 Bypass area
- Upgrade infrastructure – water, sewer, streets, curbs and gutters – old part of town

A complete list of all programs and initiatives considered by the Mayor and City Council members is attached as **Exhibit A**.

## **Organizational Effectiveness**

The Mayor and City Council reviewed a variety of ideas relating to improving organizational effectiveness to accomplish the selected goals and priorities. After review and discussion, the Mayor and City Council selected the following steps to improve organizational effectiveness:

- Continue to make community beautification a priority
- Departments provide periodic reports at council meetings
- Develop new five year Capital Improvements Program (CIP)
- Solicit volunteers to serve on boards and commissions.

## **Final Comments**

It was a pleasure to assist the City of Lisbon with this goal setting process.

It is important to note that the prioritization of projects and initiatives is not “cast in stone.” They can be modified as new circumstances may occur.

It is recommended that city staff prepare an “action plan” for accomplishing the planning goals. The action plan would define the steps that would be needed to accomplish each goal, identify who is responsible for implementation, and establish a timeline for accomplishment. The action plan should then be presented to the Mayor and City Council for review and approval. It is also recommended that staff review with the Mayor and City Council the status of implementing the goals on a quarterly basis.

Jeff Schott  
Institute of Public Affairs  
University of Iowa  
December 6, 2016

**Exhibit A**

City of Lisbon  
Goal Setting Session – 2016

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**SIGNIFICANT NEW INITIATIVES OR PROGRAMS CONSIDERED**

- Develop and implement code enforcement program and policy
- Investigate purchasing and developing industrial park
- Investigate developing a sports complex
- Annexation of Property to the Bypass
- Long Term Road Repair Plan
- Upgrade Infrastructure – water, sewer, streets, curb & gutter – in old part of town
- Improve Sidewalks Downtown
- Make City Hall Handicapped Accessible – automatic doors
- Signage – entryway, way-finding
- Install Audio Tour
- Sewer infiltration remediation
- Committee work on beautification and improvements to the entrance of commercial and industrial areas to make it more inviting to new business and industries
- Develop land use plan for Hwy 30 Bypass area
- Investigate joint fire services with Mount Vernon
- Software program for cemetery

