

2013 goals

1. Fully Activate the Newly Designed and Adopted Human Resources System By:
 - a. Distributing the Personnel Policy Manual and providing complete understanding of the manual to all staff
 - b. Activating the Performance Evaluation System
 - c. Providing training to insure proper activation of the system and to assist staff with meeting their goals for increased productivity
2. Continue To Assure The Full Activation of the Purchasing Manual.
3. Assure Continued Progress on the Information Technology Plan with Special Emphasis on Borough Wide Connectivity, Document Management and GIS.
4. Strengthen the Borough's Vitality and Economic Strength Through the Following Initiatives:
 - a. Fully activate the Branding project with special emphasis on the creation of a new website and growing the presence of the Brand throughout joint initiatives
 - b. Complete the first phase of the Wayfinding Signage initiative, assuring that the Brand is incorporated into the look and message delivered by this system
 - c. Work with Council and the Parking Authority to activate the Wayfinding initiative as described in the plan
 - d. Move the Madison Lot Project through land planning to construction
 - e. Work in cooperation with the Collaborative for project completion at the Eastern gateway of the Borough
 - f. Work in cooperation with Discover Lansdale to assure that events promote thriving business within the Borough
 - g. Continue to attract new business to town and assure business friendly interaction with the Borough
5. Activate the Facilities Plan for the Following:
 - a. 311 West Main Street—as prescribed by the Task Force and the facilities plan, move this project to design phase and with it develop a Business Plan as well as Management structure
 - b. The Municipal Complex—move this project through design phase and ready for bid
 - c. Building Maintenance—based on the recommendations of the facilities plan, activate a building maintenance plan for all buildings owned by the Borough
6. Move the PCTI Project to Construction.
7. Continue to Activate the Parking Study Recommendations for Both Street and Lot Parking.
8. Move the Skate Park Initiative to Design and Bid Phase.
9. Continue To Monitor and Prioritize the Capital Improvements List While Activating Top Priority Infrastructure Improvement Projects to Include:
 - a. Knapp, Walnut, Fourth and Hudson—utility and paving
 - b. Replacement of influent pumps and piping
 - c. Room Improvements
 - d. Upgrade of Whites Road Pump Station
 - e. Jenkins Avenue utility work and paving
 - f. Eighth Street CDBG
 - g. Trees
 - h. MS4 Equipment



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1. **Continue to Activate the Human Resources System by:**
 - a. Activating the Performance Evaluation System for all staff with special emphasis on the core competencies and goals
 - b. Activating the 360 Evaluation System for Management Team
 - c. Providing ongoing training to insure that evaluation is meaningful for the workplace
 - d. Strengthening our Customer Service approach with emphasis on one team thinking and employee cross training / team building

2. **Assure Continued Progress on the Information Technology Plan**
 - a. Complete GIS implementation throughout utility departments
 - b. Establish work order management system for Public Works Department
 - c. Carry out ARLE Grant plan for fiber optic network
 - d. Expand use of mobile tough tablets into Wastewater, Public Works and Electric Departments
 - e. Continue PC replacement Plan
 - f. Collaborate with Records Management / Customer Service Manager to ensure best practices for Record Management

3. **Strengthen the Borough's Vitality and Economic Strength Through the Following Activities:**
 - a. Fully activate the new Borough website
 - i. Work to continuously improve customer use of the website
 - ii. Continue to promote community awareness of Borough activities
 - b. Complete Phase Two of the Wayfinding initiative which includes installation of Gateway and Parking signs
 - c. Work the Madison Parking Lot project through construction to include the trail and skate park
 - d. Work with SEPTA for improvements to vehicular and pedestrian amenities
 - e. Continue to work with Discover Lansdale to assure that events promote thriving business in Lansdale
 - f. Continue to attract new businesses and residential developments to town by continuing business friendly interaction between owners, developers and the Borough
 - g. Continue to work in cooperation with the Collaborative as they move toward construction

4. **Continue to Activate the Facilities Plan**
 - a. *311 West Main:* complete the restoration of the façade and continue to consider alternatives for funding the proposed design for the interior of the building
 - b. *The Municipal Complex:* monitor construction process
 - c. *Building Maintenance:* based on the recommendations of the facilities plan, continue to activate a building maintenance plan for all buildings owned by the Borough

5. **Complete the Work on the PCTI Project**

6. **Continue to Activate the Parking Study Recommendations for Both Street and Lot Parking**



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7. Library

- a. Continue working on Information Technology through involvement in IT Committee, inclusion of library in Borough fiber network and GIS
- b. Continue utilizing Borough Brand by putting things in motion and collecting stories from patrons on what moves them
- c. Work in cooperation with Discover Lansdale
- d. Continue to be involved in community events such as Founders Day, International Spring Festival, First Fridays, Clean and Green, Oktoberfest and Trivia Night.
- e. Participate in 360 evaluations and implement library staff evaluation program following the Borough Human Resources System
- f. PCTI: Continue to talk about the benefits of redesign when receiving complaints. Cooperate with construction crews as needed through completion of the project. Specific Tasks: move / get rid of paper recycling dumpsters and get flag pole back, paint older parking spaces
- g. Continue Library programming including Behind the Screens, Christmas in July, Summer Reading program focused on science
- h. Launch updated website for National Library Week in April
- i. Take care of building maintenance issues. New roof leaks and HVAC repairs. Roof access from inside may help expedite. Once these are done we move on to more cosmetic issues like carpet, ceiling tiles and paint
- j. Promote electronic resources such as e-books to increase use
- k. Increase number of grant applications and refine template to achieve more success in obtaining funding

8. Police

- a. Continue progress on implementation of ARLE Grant
- b. Expand Borough-wide camera watch system
- c. Continue evaluation of safety and security enhancements of Borough facilities, infrastructure and assets
- d. Work cooperatively with SEPTA regarding traffic and pedestrian safety enhancements
- e. Continue revamping Departmental policy to prepare for accreditation
- f. Work with traffic engineer to apply for grants applicable to Pennsylvania Transportation Bill to enhance public safety concerns
- g. Deploy digital radio hardware
- h. Design and implement system for events
- i. Complete rewrite of Borough Parking Ordinance
- j. Increase High Band Radio inventory and expand Emergency Operations Center capabilities / plans
- k. Continue training on Active Shooter Scenarios
- l. Refine new building work flow
- m. Increase present Community Policing efforts



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9. Continue to Monitor and Prioritize the Capital Improvements List While Activating Top Priority Infrastructure Improvement Projects To Include:

- a. Upgrade of Whites Road Pump Station
- b. Eighth Street CDBG Project
- c. Second Street CDBG Project
- d. Jenkins Avenue Paving
- e. High Flow Engineering Solutions
- f. Electric Substation Replacement and Upgrades
- g. MS4 Equipment
- h. Replacement of Electric Meters and Gatekeepers

10. Work with Council To Assure That Funding is in Place for Critical Infrastructure and Capital Needs of the Borough

