



Agenda

Committee of the Whole Meeting

City of Kalamazoo

Monday, March 21, 2022

5:00 PM

City Commission Chambers – 241 West South Street

A. CALL TO ORDER/ROLL CALL

B. COMMUNICATIONS

C. PUBLIC COMMENTS

D. SPECIAL AGENDA ITEMS

E. COMMITTEE OF THE WHOLE

F. WORK SESSION

1. Foundation for Excellence 2022 Look Ahead

G. COMMISSIONER COMMENTS

H. ADJOURNMENT



City Commission Agenda Report

City of Kalamazoo

Date: **3/21/2022**

Item: **F.1.**

TO: Mayor Anderson, Vice Mayor Cooney, and City Commissioners

FROM: James K. Ritsema, City Manager
Prepared by: Steve Brown, FFE Manager

DATE: March 21, 2022

SUBJECT: Foundation for Excellence 2022 Look Ahead

RECOMMENDATION:

There is no recommendation at this time; this report is informational.

BACKGROUND:

The Foundation for Excellence 2022 Look Ahead is intended to update Commissioners and the public about continual improvements to processes for FFE in the City. Staff work to continually and incrementally improve operations from the beginning of the annual budget process through establishing and tracking targets, and finally assessing and communicating results.

The main focus of the presentation is on a series of staff presentations planned for Autumn 2022 which are tentatively scheduled as below. These presentations lead up to the October 24th FFE Board meeting during which the 2023 FFE budget will be approved for transmission to the City Commission.

1. August 15, 2022 - COW - Shared Prosperity Kalamazoo
2. September 6, 2022 - COW - Youth Development & Parks
3. September 19, 2022 - COW - Economic Development
4. October 3, 2022 - COW - Affordable Housing
5. October 17, 2022 - COW - Neighborhoods & Infrastructure, Draft Budget

Each meeting will last approximately 30-45 minutes and include:

- Welcome and Introduce Participants and Guests
- Review Outline of presentation and set expectations

- Broad mission statement of presenter’s area of work
- Summary view of all programs including targets and progress
- Deep dive into 1 or 2 stand-out projects:
 1. What challenge or opportunity needs action by the City?
 2. Who is affected, where, when, why, how, etc.?
 3. What is our response to the challenge or opportunity?
 4. How have we engaged with the community to shape actions?
 5. What actions are being taken, for whom, how many, where, when, etc.?
 6. What will success look like and how will we know if we’ve achieved it?
 7. What progress has happened to-date (total and annual)?
- Share future challenges and opportunities if any
- Share a testimonial from those impacted
- Closing Remarks
- Commission questions

Benefits of this approach include:

- More adequate time for staff to plan and gather needed information over the course of the year.
- A standard presentation model and template for staff to use improves communication.
- Live streaming for the community spreads impact.
- Better attendance from other board and commission members who are interested and the public.
- Fewer redundant presentations for staff.

STRATEGIC VISION ALIGNMENT:



Good Governance- Ensuring the City organization has the capacity and resources to effectively implement the community's Strategic Vision in a way that is sustainable over the long term.

COMMUNITY ENGAGEMENT:

FISCAL IMPACT: