

## Teamwork

Public service can't be accomplished today without teamwork. The nature of municipal government is that it constantly changes and challenges groups of employees to perform as cohesive teams. The power of teams cannot be overstated.

After all, an organization, like a government, is comprised of employees working together in different groups. The teams become the organization. Of course, the members have different roles — some are leaders, some are members, but there is one element common to all: the mission.

Team building helps you focus on what you can influence and compels you to consider learning as much as you can to be the best team possible. A team building checklist should include, but is not limited to:

- Members are clear about group goals
- Members are clear about their goals
- The group uses effective decision-making strategies
- The group has open communication structure that allows all members to participate
- Members give each other constructive feedback



## NEXT ISSUE:

**COMMUNICATION BREAKDOWN**  
Let's talk tips on communication tools and how to prevent coworker dialogue breakdown.

**FALL LEAF COLLECTION PROGRAM**  
Burlington's Bagged Leaf Collection Program is conducted for 3 weeks in the spring and 7 weeks in the fall. Learn how to best take advantage of this service and spread the word to your coworkers and customers.



SOURCE: "Strategies for Building Effective Municipal Teams" by William Brown  
MUNICIPAL ADVOCATE, Vol. 22, No. 4  
[www.allonehealth.com/MIIAEAP/Assets/Pdfs/.../TeamBuilding.pdf](http://www.allonehealth.com/MIIAEAP/Assets/Pdfs/.../TeamBuilding.pdf)



## City Manager's Message

### Climbing a Mountain

The City recently received good news in regards to its sewer revenue bonds. Moody's who reviews financial conditions of towns when they issue new debt, announced this month that they have taken the negative watch from our outlook and have categorized our current financial condition as stable. It truly is a cause of celebration, and represents a lot of painful decisions that have had to be made over the past 2 years. Many departments have seen positions eliminated; I would have difficulty pointing to very many that have not. Some departments have been outsourced, and some areas have gone through pay reductions. It would be fairly easy to say that we have all had to give up something, or take on more stress and duties, over the past two years.

I wanted to take a moment to say that we are making progress. We are in a significantly better financial position than we were two years ago; instead of having deficits of about \$250,000 annually occurring, we are paying off those deficits at a rate of about \$300,000 annually. We will continue to struggle as we climb the mountain, but we are making progress that can be measured. We have come to a place, also, where we can say that we are stabilized in our financial position. We will continue to have talks about areas where we can change in order to save money or be more cost effective, but we have moved beyond the need to make wholesale cuts to keep from running out of money.

What I want to be able to say is that I truly appreciate everyone's willingness to be a part of the process, and to let you know that I notice. I notice how you continue to do your jobs. I notice how, even though there are sounds of complaining at times, everyone continues to move on and provide high quality service to our fellow community members. You each have people in the community who see how truly vital your efforts are, and appreciate them. Their support comes through, and I recognize that. Thanks for all you do as part of our organization.

Jim Ferneau



**P2 / WELCOME NEW HIRES**  
Learn more about other City of Burlington departments and the efforts of your coworkers.



**P1 / MARK THE DATE**  
The City of Burlington employee calendar will keep you up-to-date on important dates and events.



**P3 / COWORKER KUDOS**  
Have you witnessed an example of great service from a City Employee? Share it with us for the next newsletter.



**P4 / TEAMWORK**  
Learn about strategic team building which enhances public services and meets the demands of change.

# CITY Limits

[www.burlingtoniowa.org](http://www.burlingtoniowa.org)

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## Official Newsletter for City of Burlington Employees

Burlington is a great place to live, work and play.

- Proud of our past, building our future
- Community of pride and caring
- Commitment to fiscal responsibility

Thank you for reading this inaugural copy of *City Limits* newsletter for the City of Burlington's employees as revamped by the City's PRIDE Committee.

We are excited to share upcoming events, initiatives and successful efforts from the body of employees serving our community. The PRIDE Committee represents the City of Burlington's vision and values. Our vision statement declares, "Burlington is a great place to live, work and play." PRIDE is an

acronym for our values which include: Partnership, Respect, Integrity, Dedication and Efficiency. To learn more about City goals and

objectives to adhere and instill these values, please enjoy the copies of *City Limits* and participate in regular employee events and avenues of communication.

“The strength of the team is each individual member. The strength of each member is the team.”

—Phil Jackson

# WELCOME, NEW HIRES

Several new people have come aboard since the last edition of City Limits was published a year ago.

**Charlie Nichols** began working as City Planner in May. He has Bachelor's Degrees in Economics and Business Administration from Wartburg College and a Master's in Urban & Regional Planning from U of I. He and his wife are happy to be living in a city with such rich history. Grateful for the warm welcome he has received, he looks forward to helping to make Burlington a great place to live, work and play for years to come.

Born and raised in Columbus, Ohio, **Becky Karas** began working in HR in February. Previous work includes HR in Kansas nursing homes and Director of American Heart Association in Youngstown, Ohio.

**Jessie Teeter** is one of five new people at the Burlington Fire Department. Jessie grew up in Bonaparte. Her dad was on the fire department, and she grew up around the station. She studied fire science and received paramedic training at SECC. She was a volunteer fire fighter for 5 years and worked for ambulance services. Jessie is FF I and HazMat Operations certified.

**Jerod Roorda** was a paramedic at

Waverly Health Center before moving to Burlington. Jerod says, "It is truly an honor to be a member of the Burlington Fire Department. The staff has shown that they are truly dedicated to fulfilling their mission of providing life safety to Burlington Citizens in a professional, courteous and efficient manner. I am looking forward to serving the citizens of Burlington and surrounding areas."

**Andy Nebergall** graduated from Danville High. He has been an EMT/paramedic for nine years. He enjoys watching college basketball, travel, biking, and doing mission work with his church.

**Andy Crooks** is a paramedic student at SECC, he has two years' experience on a volunteer fire department and was an Explorer at BFD. He is very excited and looking forward to working for the citizens of Burlington.

**Jason Rahmus** is in paramedic school at Mercy College of Health Sciences in Des Moines and has an Associates degree. Jason is a graduate of the W Des Moines Fire Academy where he obtained his Firefighter I, II, and HazMat Operations certifications.

He is recently married and excited about his future as a member of the BFD.

There are two new faces at the Wastewater Plant. **Zach Donovan** was raised in Burlington then moved to Idaho where he met his wife.

Returning to Burlington five years ago, he began serving the City in January. He says, "I love God, my family, being a father and pretty much anything that is exciting and adventurous." **Randy Terry** started in March and is working the day shift during his training period. Both are working toward qualification as State Certified Wastewater Operators.

**Derrick Doyle** and **Josh Patrick** are new to the Solid Waste Department. Derrick is very involved with his family and operates a part-time landscape business. Josh began as a seasonal employee at the Rec Plex. He too is a family man and loves the outdoors.

Police Officer **Jesse Hill** earned a BA in Exercise Science & Wellness from Iowa Wesleyan. He was Rehabilitation Manager at Health Source Chiropractic in Keokuk and freshman basketball coach at KHS. Hill graduated from the Iowa Law Enforcement Academy in December.

Also joining the Burlington Police force are Officers **Lucas Peterson, Jordan Smith, and Lucas Krame** and Communications Operators **Heidi Smith** and **Kevin Newberry**.

Recently retired police veteran **Tom Walz** is now serving as the City's interdepartmental mail courier.

New employees at Public Works will be introduced in the next issue of City Limits.



## INTEGRATING SOCIAL MEDIA

### NETWORKING

Are you aware that your Burlington Fire Department, Parks and Recreation and the Library all have Facebook pages to learn about their services and events? You can use social media to network with your colleagues and communicate beyond the City of Burlington website.

### AWARENESS

Please share your success stories, coworker kudos, pictures and more with the PRIDE Committee to increase awareness of our work. Increasing awareness of our values and vision will go a long way in attracting employee voices, ideas and contributions to make our aspirations reality.

Congratulations to the Burlington Public Library's Angela Pilkington for being the spotlight Young Professional of May. Angie is currently organizing reading incentives, programming and events by collaborating with area schools, local business and Parks and Recreation to promote literacy and life-long education and prevent the summer slide.



## Coworker Kudos

*Thanks for being awesome!*

Please nominate a coworker for the City Limits' Coworker Kudos by email to [shelmick@burlington.lib.ia.us](mailto:shelmick@burlington.lib.ia.us) or phone 319.753.1647 ext. 114.



**FOR SALE :** 1997 Ford F150 4x4 \$4700 Odometer - 181,000, newer motor installed Nov 2013 with 118,000 miles. Bed liner with sport cover, extended cab, 3rd door. Call Stephanie @ City Hall 319-850-1651.

Do you have items for sale? Contact the PRIDE Committee to include it in the next municipal newsletter, *City Limits*. Contact Sam at 319.753.1647 or [shelmick@burlington.lib.ia.us](mailto:shelmick@burlington.lib.ia.us).

## BEAT THE HEAT

During the hot summer months, the risk of heat strokes significantly increases. Some tips to assist heat stroke victims are:

- Get the victim to a shady area.
- Cool the victim rapidly using whatever methods you can. For example, immerse the victim in a tub of cool water; place the person in a cool room.
- Monitor body temperature, and continue cooling until the body temperature drops to 101-102°F.

## FLOOD WORK

The Public Works Office announced that Main Street from Valley to Division will be closed until further notice. This is to allow crews to put up flood protection and for the railroad to raise tracks on both sides of the intersection.

Front Street will be one lane traffic with only local traffic allowed.

A big **THANK YOU** to all who work so diligently to keep our City safe. It is much appreciated.



City employees can sign up for direct deposit and receive their payroll voucher electronically to an email of their choice. Go green with direct deposit today!

## MARK THE DATE

Upcoming events/activities for City of Burlington employees

### GOLF OUTING

Flint Hills Golf Course is sponsoring a City Employee Four Person Best Shot **WEDNESDAY, JULY 16**. Shotgun start is at 5:00pm.

The Entry Fee is \$27 per person which includes a meal and two drink tickets.

Each team member must contribute two tee shots.

The entry deadline is **TUESDAY, JULY 15 at noon**. To register call Tabettha at City Hall 319.753.8131 or Brad at Flint Hills 319.752.2018.

### BLOOD DRIVES

**Tues., August 5th, 11:30-2:30pm**  
**Tues., September 30th 11:30-2:30pm**

Blood drives are in the Burlington Library Meeting Rooms. Please take some time out of your busy schedule to help those in need.

*All donors are entered to win a Perkins pie of their choice!* The winner of the Perkins pie in May was Brad Selby!

To schedule a blood donation, contact Katie Music by phone 319.753.8120 or email [musick@burlingtoniowa.org](mailto:musick@burlingtoniowa.org).

For your chance at a pie, and the chance to save a life...DONATE!!

### UNITED WAY

City employees will be receiving donation cards within the next few weeks. Donations can be made in the form of cash, checks or payroll deductions.

The support you provide each year through United Way has ensured that people living in our community are able to receive the help they need through human service and health care programs.

Questions? Contact Katie Music at 319.753.8120 or email [musick@burlingtoniowa.org](mailto:musick@burlingtoniowa.org).

