

ITEMS DISCUSSED

1. CALL TO ORDER / ROLL CALL
2. ACCEPTANCE OR MODIFICATION OF AGENDA
3. CITY MANAGER OPENING REMARKS
 - A. REVISED MID-YEAR REPORT
 - B. EXCERPTS FROM PROPOSED 2017-18 BUDGET SECTION 5 BY DEPARTMENT
4. DEPARTMENT DIRECTOR REPORTS ON 2016 PROGRESS AND POTENTIAL 2017 PLANS
 - A. PLANNING AND COMMUNITY DEVELOPMENT – GARY CHRISTENSEN
 - B. POLICE – CHIEF MATT HAMNER
 - C. PUBLIC WORKS – BARRY LOVELESS
 - D. FINANCE AND ADMINISTRATIVE SERVICES – ELLEN SCHROER
 - E. EXECUTIVE – DOUG SCHULZE
5. COUNCIL DISCUSSION
 - A. DISCUSSION AND FEEDBACK TO STAFF BY DEPARTMENT
 - B. DISCUSSION OF GOVERNANCE AND PROCEDURES ISSUES
 - C. FOR THE GOOD OF THE ORDER
 - D. PUBLIC COMMENT [ADDED]
6. ADJOURNMENT

1. CALL TO ORDER / ROLL CALL 8:00 AM

Mayor Tollefson called the special meeting/retreat to order at 8:00 AM. Councilmembers Blossom, Medina, Peltier, Roth, Scott and Townsend were present. City Clerk Lassoﬀ monitored the recording of the meeting and prepared the minutes.

2. ACCEPTANCE OR MODIFICATION OF AGENDA

The agenda was accepted as presented.

3. CITY MANAGER OPENING REMARKS

A. REVISED MID-YEAR REPORT

B. EXCERPTS FROM PROPOSED 2017-18 BUDGET SECTION 5 BY DEPARTMENT

City Manager Schulze provided opening remarks.

4. DEPARTMENT DIRECTOR REPORTS ON 2016 PROGRESS AND POTENTIAL 2017 PLANS

A. PLANNING AND COMMUNITY DEVELOPMENT – GARY CHRISTENSEN

Planning Director Christensen presented the following information via PowerPoint: department summary (responsibility and organization), a look at 2016 (legislative projects, building and land use trends, performance audit) and looking forward 2017-2018 (staffing and multi-year work program).

B. POLICE – CHIEF MATT HAMNER

Police Chief Hamner offered the following 2016 items (progress made toward receiving state accreditation, updating LEXIPOL manual, staffing issues, planning for law and justice center, analyzing crime trends, new MCTs, revising citizen complaint process and support of public safety committee). 2017 objectives include continuing accreditation process, expanding recruitment efforts, updating LEXIPOL manual and continuing community engagement activities. He shared department successes, staffing challenges.

C. PUBLIC WORKS – BARRY LOVELESS

Public Works Director Loveless shared the following budget drivers looking forward to 2017 (increasing capital program, utility projects increasing demand on operations and maintenance staff, growth of utility systems and low impact development requirements, proposed staffing requests, SSWM rate changes).

D. FINANCE AND ADMINISTRATIVE SERVICES – ELLEN SCHROER

Finance Director Schroer provided the following highlights (ongoing internal services department, how increased work from other departments are mirrored in finance, current initiatives and proposed staff changes).

E. EXECUTIVE – DOUG SCHULZE

City Manager Schulze highlighted 2016 accomplishments (Suzuki property project, electric utility feasibility study, planning for police and municipal court facility, Comprehensive Plan update public engagement process, downtown parking, emergency preparedness, recent hires and turnovers).

SPECIAL CITY COUNCIL MEETING/RETREAT MINUTES
FRIDAY, SEPTEMBER 30, 2016

Highlights for 2017 (implementing the Comprehensive Plan, law and justice center site selection / design / construction, completing process with Suzuki property, electric utility, supporting City Council's transportation package initiatives, town square project recommendations, continued participation in regional efforts regarding SR 305 corridor, continued improvements with respect to transparency efforts, proposed staffing changes and potential workload challenges).

5. COUNCIL DISCUSSION

A. DISCUSSION AND FEEDBACK TO STAFF BY DEPARTMENT

City Council posed questions and provided feedback.

B. DISCUSSION OF GOVERNANCE AND PROCEDURES ISSUES

City Council discussed how to engage in a dialogue with the public during business meetings and study sessions. Mayor Tollefson will incorporate comments received from Deputy Mayor Medina as well as his own and bring them forward to a future meeting for consideration.

C. FOR THE GOOD OF THE ORDER

City Council discussed comments made at the last meeting which criticized staff and how better to handle issues going forward.

D. PUBLIC COMMENT [ADDED]

Gloria Saylor appreciated being able to attend the retreat. She thought it would helpful for folks to know what projects their taxes are paying for.

Robert Dashiell commented on the City's General Fund, long-term debt, employee benefit costs, supported one field officer per 1,000 residents, low impact development, SSWM fees, fish passage rules and upcoming bonds being proposed by the school district, fire department and parks district.

6. ADJOURNMENT 12:00 PM

Mayor Tollefson adjourned the meeting at 12:00 PM.


Val Tollefson, Mayor
Rosalind D. Lassoff, City Clerk