

LEBANON CITY COUNCIL WORK SESSION MINUTES
Goal Setting Session
February 22, 2017

Council Present: Mayor Paul Aziz and Councilors Jason Bolen, Bob Elliott, Floyd Fisher, Robert Furlow, Rebecca Grizzle and Wayne Rieskamp

Staff Present: City Attorney Tré Kennedy, City Manager Gary Marks, City Clerk Linda Kaser, Community Development Director Walt Wendolowski, Engineering Services Director Ron Whitlatch, IS Director Brent Hurst, Library Director Carol Dinges, Maintenance Services Director Jason Williams, Police Chief Frank Stevenson and Senior Services Director Kindra Oliver

Mayor Aziz called the goal setting session to order at 12:23 p.m.

City Manager Marks spoke about the Strategic Action Plan Implementation Schedule for the 36 (of 77 total) items where the City is lead partner. This schedule will be looked at during the annual budget process. Of those 36 items, 17 are either in the works or have been put into action. This working document will change as opportunities come up or as conditions change.

Goals were evaluated based on ranked order of importance to give a cumulative idea of Council's focus areas. Staff scores were included for Council's information. Short and long-term goals were combined; staff will report on how they will be implemented. Marks briefly discussed the top 9 ranked Council goals:

1. *Downtown Revitalization* – Create a downtown restoration program; create downtown URD; continue downtown revitalization; and create economic development position for downtown revitalization were grouped together as interest in downtown.
2. *Water Treatment Plant* – (tie with City Facilities/City Hall) Building and completing the water treatment plant. He believes the staff score was 29 because they are very focused on this project on a day-to-day basis.
2. *City Facilities/City Hall* – (tie with Water Treatment Plant) Update the City's Facilities Master Plan; replace City Hall building; address unsafe City Hall; and build or relocate City Hall. If the Council wants to pursue this, he encouraged first updating the Facilities Master Plan because other issues need to be looked at, including what to do with the old water treatment plant property once decommissioned.
4. *Lebanon Trans-Load Facility* – There has been a significant increase in container truck traffic with Terminal 6 closing. There is industry interest in developing a better way to transport their goods. There is also interest among Portland legislators to reduce freeway traffic through the metro area. The State's study found that a facility would be economically feasible and that Lebanon is the ideal location because it is the only central western area city with both major rail companies. An LLC is being formed and initial project funding is being raised.
5. *Wetlands Mitigation* — Implementing a wetlands mitigation strategy is underway. Staff is getting the City's wetlands redelineated because the data used to establish those locations was from a general study and boundaries tended to err on the broad side. After redelineation, staff will be looking at ways to address the upfront costs of buying land and paying for the mitigation credits.

6. *Police Staffing* – Ensure that police staffing is commensurate with growth and that those needs are funded.
7. *Street Rehab Program* – This is not directly addressed in the Strategic Plan, but the Transportation Master Plan update is included. This goal includes implementing a street rehabilitation program, considering potential funding sources, and resurfacing streets.
8. *Abandoned Residential Redevelopment Program* – (tie with Explore Park & Rec District Feasibility) This is also addressed in the Strategic Plan and is to incentivize removal of old decayed residential units so that developable lots can be marketed for infill.
8. *Explore Park & Recreation District Feasibility* – (tie with Abandoned Residential Redevelopment Program) This has been brought up for a while but there has never been a focused effort to determine if this is something worth pursuing.

This list was provided to show where Council has common interests, but they are free to make changes.

Councilor Furlow stated that since the water treatment plant project is well underway, he did not feel it was appropriate to give it a ranking. If there was concern about whether all of Council's efforts were behind it, he would have ranked it. He did the same thing with upgrading City Hall; he felt that other development ideas and assessments needed to be done first. Mayor Aziz added that he felt the same way about a couple of the other goals. He did not feel there were any problems or financial issues with police staffing so he did not rank it. Councilor Rieskamp stated that he too did not give items underway or shortly underway much emphasis.

Marks pointed out that the Council and community have already said that those items are important and they were adopted through the Strategic Plan. This exercise was to identify things not in the Plan and is also Council's chance to add emphasis, regardless of whether a project is already underway. It would be helpful for Council to articulate where they are headed.

Mayor Aziz stated that the list is helpful; it is also nice to see staff's comments. Council must decide whether they agree with the rankings or whether changes should be made. Marks stated that the goals list will help staff to focus and reinforce what they are already working on. Councilor Grizzle agreed and felt that if she was a department director working on a project, she would like to see it as something still very important to the Council. It is also acknowledgement that Council knows that this is consuming your workload. Marks added that staff is very busy so Council reinforcement or reassurance is helpful to staff and the community.

Councilor Furlow recommended considering Goals 1-5 since they are consistent among Council and staff, with the exception of the Lebanon Trans-Load Facility. This is replaced, on staff's part, by police staffing.

Councilor Grizzle felt that the list could include more than five goals, as long as every department has one. Marks stated that it is important to know whether police staffing is a Council priority because he has to determine whether staff will be added to the next budget and, if so, to which department. Councilor Grizzle stated that increasing police staff and presence is a priority to her. Councilor Rieskamp and Mayor Aziz stated that they did not rank police staffing very high because they assumed it would be increased as needed.

The Mayor and Council agreed to make Goals 1-6 their top priority.

Marks stated that he and City Clerk Kaser felt it was important to review advisory boards and the Advisory Board Manual. Issues, such as deciding whether some committees are necessary and refocusing some of them, need to be addressed. If we are going to ask citizens to serve the community, it should be service that has meaning. We should ensure that their time is being put to good use and not wasted.

Reading the Advisory Board Manual, he was surprised that the City would want to approach committees the way we have. It is very loose, even to the point of committees determining the length of their terms or the number of members. Citizens reading it would not take direction out of the mission of the group. The process has not been looked at for some time, so he and Kaser will review this and bring back recommendations, one at a time, for each committee.

Councilor Furlow stated that even though there are six priorities, Council expects Marks to notify them if something comes up.

Marks clarified that he does not believe in assigning priorities to goals because they often have nothing to do with each other so, in most cases, it makes no sense to say one is more important than another. We react to and plan for each of these items on their own merit; we take advantage of opportunities as they come. He assumes that the approach being taken is to address these as opportunities and staff work makes it plausible, feasible and sensible.

Marks agreed with Councilor Rieskamp's comment that some of the other goals could go higher up as opportunities presents themselves.

Marks stated that he feels the community will feel well-informed about the Council's priorities. Councilor Furlow felt that it would be appropriate to inform the public, on an ongoing basis, when items are accomplished and to recognize staff.

ADJOURNMENT

Mayor Aziz adjourned the goal setting session at 12:55 p.m.