

**STAYTON CITY COUNCIL
GOAL SETTING SESSION
February 19, 2011**

CALL TO ORDER

9:15 a.m.

Mayor Vigil

FLAG SALUTE

ROLL CALL

Mayor Scott Vigil	Councilor Jennifer Niegel
Councilor Larry Emery	Councilor Henry Porter
Councilor James Loftus, excused	Councilor Brian Quigley

STAFF

Don Eubank, City Administrator
Christine Shaffer, Finance Director
Rich Sebens, Chief of Police
Dave Kinney, Public Works Director
Dan Fleishman, Director of Planning and Development
Louise Meyers, Library Director
Rebekah Meeks, Pool Manager
Rebecca Petersen, Deputy City Recorder

INTRODUCTIONS & GUIDELINES

Facilitator Doris Johnston, Regional Community Manager, Pacific Power stated she provides leadership assistance to communities in helping them meet their goals. She is a graduate of the Ford Institute Leadership Program who's primary method for achieving community vitality is through a series of training classes. The program is based on the belief that vital rural communities develop from a broad base of knowledgeable, skilled and motivated leaders, a diversity of effective organizations, and productive collaborations among organizations.

Ms. Johnston stated the session would include an overview of what goals had been achieved in the past couple of years to determine where the Council wished to go in the future, and to celebrate achievements that have been completed. Ground Rules for the session were determined: No fighting, be respectful of others ideas, no idea is a bad idea, have constructive ideas, what we want, long term, and budget constraints. Bin Items included: What do we do and what should we do, services ie: mandated, desirable and essential.

ACCOMPLISHMENTS

The following accomplishments were identified as being completed or in progress during 2009-2010:

Goal 1 Improve Public Infrastructure: Water infrastructure, Water Treatment, Wastewater Treatment Plant 11.3 million dollar project under construction, transportation, and street overlays.

Goal 2 Downtown Revitalization: Urban Renewal District (URD) voted no by citizens but the URD Agency still exists, City Hall plan permanently put on hold.

Goal 3 Support Economic Development Efforts in Stayton: Regulations revised for Title 17 Land Use & Development Code in the Industrial District, incentives for industrial applied for Enterprise Zone completed 07/2010, and Santiam Memorial Hospital public improvements near HUD.

Goal 4 Encourage Public Involvement in City Government: Charter revision approved effective January 2010, City Wide Public Opinion Survey completed by RARE Participant end of 2009, Encouraged Police Department volunteers for office work, police reserves and kids Community Service, Membership Program at the Pool will be funded the Santiam Community Endowment, iServe Community Service Day utilized 500 volunteers, school partnerships, Police Advisory Board, Pool Volunteers, Friends of the Pool, the city newsletter FRONTPORCH.

Goal 5 Enhance the Livability of Stayton: Similar to Goal 4 but added Santiam Senior Center and pedestrian bridge.

Goal 6 Efficient, Effective, Friendly, Transparent, Honest & Fair City Government: GROW North Santiam Department Audits conducted, processes modified in some departments, Police Advisory Board, quarterly Town Hall meetings being held and regular Council meetings being televised.

CITY MISSION & VISION

Councilors suggested the following Mission Statements:

- Vision Advancing livability by providing accessible city services;
- To provide desired services that have accessibility to all Stayton residents;
- Provide for the safety security and cultural opportunities for its citizenry;
- Making the city safe, livable and accessible for family and business friendly by providing needed public services effectively to the community;
- Clean and honest something the citizens will be proud of.

GOAL SETTING SESSION

Councilors suggested the following Vision Statement:

- A vital and diversified community that promotes a high quality of life, cultural experience, financial stability, great neighborhoods, balanced economic growth, and quality public services.

Councilors suggested the following City Needs:

- Industrial \$\$ job growth;
- Improve infrastructure financing;
- One way grid on N. First Avenue and N. Third Avenue;
- ADA Compliance;

- Community skate park;
- Governance Teamwork;
- Clean-up;
- Downtown Beautification;
- Expanding City Boundary South.

Council Members Suggested the following City Goals:

- Find permanent financing for street repairs;
- Improve Virginia Street;
- Encourage economic development;
- Build partnerships w/other entities ie: governmental districts, community organizations;
- Enhance quality of life.

The following goals were determined for 2011/2012.

Goal 1

Continuously upgrade public infrastructure:

Streets & sidewalks;
 W. Virginia Street;
 First & Evergreen;
 South Entrance to City of Stayton.

Goal 2

Encourage economic development which proactively creates family wage jobs:

Promote industrial development utilize enterprise zone, what's needed assessment;
 Create family wage jobs;
 Work with in limitations ie: water, waste water;
 Partner with State, local organizations Chamber and SEDCOR.

Goal 3

Build partnerships through communication to enhance relations with community organizations, government entities.

Ms. Johnston stated council and staff members would need to set out the steps needed to build partnerships with organizations.

Goal 4

Enhance Quality of Life by continuing to support parks, library, pool and public safety.

Mayor Vigil would like to see the city do away with the local option tax;
 Develop a community park to include a skatepark, dog park, tennis, playground & Frisbee;
 Refurbish Pioneer Park;
 Downtown beautification making the community clean & safe.

Goal 5

Promote honest, efficient, city government.

Citizen involvement & participation, town halls, tv, newsletter media, city website, engage/encourage acknowledge, Community Advocate award.

REVIEW OF STAFF DEPARTMENT GOALS

Administration – Don Eubank, City Administrator

- Update & finish revision of Personnel Manual;
- Continue to work on updating Ordinances & Resolutions to comply with new Charter;
- Complete Stayton Sustainability Policy;
- Complete the PEG and SCTC partnership Agreement to bring Public & Education to the Stayton Community;
- Present Reader Board Rules to the Council for consideration;
- Work on development of a City Improvement List to include a City Hall, Re-Location of the City Shops, Community Park/Sports Complex, etc.

Finance- Christine Shaffer, Finance Director

- Continue to strive for excellence in financial management & reporting;
- Work to update the City's Technical Infrastructure, to ensure security & stability for the City operations;
- Update the Finance Departments Policies & Procedures to stay modern & transparent with strong internal controls;
- Support all Departments, the Mayor & City Council in obtaining their goals in a financially responsible manner.

Planning – Dan Fleishman, Director of Planning & Development

- Bring a comprehensive plan update before the Council a document that doesn't just meet state law but establishes and sets out a vision;
- Continue to work on downtown improvements however the council chooses to do so;
- Continue to build GIS system link files
- Most important goal is to get paper off his desk.

Public Works – Dave Kinney, Public Works Director

- Continue to provide quality parks to serve the citizens, Riverfront Bridge, Santiam Park, Pioneer Park and Community Center Park;
- Start the process to see what the city wants re: the Local Option Levy, skatepark;
- Maintain public buildings;
- Fix streets ie; N. Tenth Avenue and come up with financing strategies for W. Virginia Street;
- Water and Wastewater Treatment Plant upgrades have been completed or are in the process of;
- Santiam Memorial Hospital Project underway;

- Need to demonstrate water quality improvements for storm drainage ie: Sylvan Springs, Industrial area detention pond needs to be upgraded to identify contaminants.

Pool – Rebekah Meeks, Pool Manager

- Continue upgrading pump room removing all old piping and replacing it with PVC;
- Remodel mens/womens locker rooms to include family dressing rooms complying with ADA standards;
- Building extension on the east side to be completed in phases, phase 1: Offices & Staff room & phase 2: Party/Rental room;
- Funding for the projects will come from the City of Stayton Triathlon, Friends of the Stayton Pool, Santiam Community Endowment Foundation and levy funds provided by the Citizens of Stayton.

Police Department – Rich Sebens, Chief of Police

- Improve traffic safety to lower accidents;
- Improve Emergency Management Operations;
- Reorganize Emergency Operations Center (EOC);
- Set-up Community Center for Daily Operations Center;
- Third Annual Drug Turn In Event;
- Drug enforcement.

Library – Louise Meyers, Library Director

- ADA compliance issues for meeting room;
- Energy efficient lighting fiscally responsible for city working on finding sources for grants;
- Increasing revenue by working on non membership fees and be more aggressive in collecting fines;
- CCRLS funds are based on tax collection and net lending, she would like to increase that;
- Increase cultural opportunities to the city ie: cultural pass, partner with community people to offer more programming;
- Get funding to bring musicians to community;
- Increase staff training.

Mr. Eubank urged council members to meet with department heads to gain first hand knowledge as to what's going on in the various departments.

Ms. Johnston ended the session stating all had done a wonderful job!

ADJOURNMENT

There being no further business the Goal Setting session was ended at 12:30 pm.
Minutes transcribed by Rebecca Petersen, Deputy City Recorder.