

# City of Brookings **WORKSHOP Agenda**

## **CITY COUNCIL**

**Tuesday, January 22, 2013, 4:00pm**

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415

**A. Call to Order**

**B. Roll Call**

**C. Topics**

1. Discussion and direction to staff on City Council Goals for 2013

*Documents:* Goals CWR    att.a. 2012 City Council Goals

**D. Council Member Requests for Workshop Topics**

**E. Adjournment**

A meeting of the Budget Committee will follow at 6:00pm.

All public City meetings are held in accessible locations. Auxiliary aids will be provided upon request with 10 days advance notification. Please contact 469-1102 if you have any questions regarding this notice.

# CITY OF BROOKINGS

## COUNCIL WORKSHOP REPORT

Meeting Date: January 22, 2013

Originating Dept: City Manager

  
\_\_\_\_\_  
Signature (submitted by)  
\_\_\_\_\_  
City Manager Approval

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Subject: City Council Goals

Recommended Action:

Discussion and direction to staff on City Council Goals for 2013.

Financial Impact:

Based on Council's direction, staff will develop an implementation plan and items requiring additional funding will be processed through the Budget Committee for the 2013-14 budget.

Background/Discussion:

With the seating of newly elected Councilor Bill Hamilton, it is time to update the City Council Goals.

The Goals document will be used in several ways, including:

- As guidance in the development of the 2013-14 budget.
- To set agenda items for the City's various Commissions and Committees
- As part of the management performance process.

Once adopted, staff will prepare an implementation matrix with benchmarks for review on a by Council on a quarterly basis

Attachment(s):

- a. 2012 City Council Goals

## City of Brookings 2012 Strategic Plan

<b>GOAL 1: An Effective, Responsive, Ethical City Government That Is Fiscally Sustainable.</b>				
<b>Objectives</b>	<b>Priority/Action Items</b>		<b>Resp Party</b>	<b>Status/Notes</b>
<ul style="list-style-type: none"> <li>Sufficient revenue to sustain City services at appropriate levels.</li> <li>Provide competitive employee compensation through a merit-based system.</li> <li>Balanced revenue system that recognizes demands on City services by residents, businesses and visitors.</li> <li>Stable, effective and accountable management.</li> <li>Maximize non-City revenue resources to pay for services provided to unincorporated area.</li> <li>Encourage new private investment.</li> <li>Expedite development plan implementation.</li> <li>Sustain positive workplace environment and employee morale.</li> <li>Assure internal consistency and efficiency.</li> <li>Utilize local contractors.</li> <li>Succession planning.</li> </ul>	1	Maintain General Fund reserve at 5 percent of operating budget.	BC	Included in 2012-13 budget
	2	Develop two-year budget projection.	FHR	Summary document
	3	Review/update storm water fees.	FHR	Need master plan update; budged for
	4	Conduct conservation improvements at water and wastewater plants.	PWD	\$15,000 estimate for WWTP project; not budgeted
	5	Develop vehicle replacement program/schedule.	FHR	Inventory complete; need staff resources
	6	Modify City purchasing policies to provide local preference and reduce barriers for local contractors.	CA/FHR	City Attorney preparing ordinances and resolutions
	7	Significantly reduce vehicle fuel consumption.	PWD	Evaluate fuel use/alternate energy for vehicle replacement/Contact made with Chrysler on future of electric (hybrid PUs and police vehicles.
	8	Develop plan for recruiting and sustaining volunteers.	PWD	
	9	Complete public works standards and specifications/digital format.	PWD	Work in progress
	10	Complete infrastructure GIS project.	PWD	June 2013
	11	Implement Council Technology Plan	CR/FHR	New website under construction and on scheduled to "Go-live" in late August, 2012.
<b>GOAL 2: A Safe Community</b>				
<b>Objectives</b>	<b>Priority/Action Items</b>		<b>Resp Party</b>	<b>Status/Notes</b>
<ul style="list-style-type: none"> <li>Adequately staff, equipped and housed police and fire departments</li> <li>Maintain streets in safe/serviceable condition.</li> <li>Provide clean drinking water and compliant waste water treatment.</li> <li>Improve personal/family preparedness.</li> </ul>	1	Build and equip an Emergency Operating Center.	CM/PWD	Bids rejected. BO to manage owner/builder construction.
	2	Exercise emergency plan.	PC	Hold for EOC completion
	3	Develop bicycle plan & pursue funding for improvements.	PWD	Bicycle Plan Adopted - Harris/Dawson Project to begin 2013. More grants in progress
	4	Promote "Map your Neighborhood: preparedness program.	FD/PC	Developing program through VIPs & VFD
	5	Allocate additional funding for street reconstruction (increase beyond \$250,000.	BC	Included in 2012-13 budget.

KEY: BC = Budget Committee    CA = City Attorney    CC = City Council    CE = City Engineer    CM = City Manager    CR = City Recorder    FC = Fire Chief  
 FHR = Finance & Human Resources Director    PC = Police Chief    PWD = Public Works & Development Director

## City of Brookings 2012 Strategic Plan

<b>GOAL 3: Influence Economic Growth</b>				
<b>Objectives</b>	<b>Priority/Action Items</b>		<b>Resp Party</b>	<b>Status/Notes</b>
<ul style="list-style-type: none"> <li>Complete approved capital projects in a timely and cost efficient manner.</li> <li>Provide infrastructure to support economic growth.</li> <li>Develop coastal access.</li> <li>Establish development policies and public improvements/standards that recognize economic trends.</li> <li>Secure needed resources.</li> <li>Establish policy that City is pro-growth.</li> </ul>	1	Develop UGB transition agreements with special districts.	PWD	Delayed by HSD/County not pursuing.
	2	Develop business and resident attraction program.	CM	Exploring regional approach
	3	Develop schedule to review/update infrastructure master plans and development standards.	PWD	Every 5 years. Most plans are >5 years old. Propose Master Plan updates in FY 12/13
	4	Downtown Master Plan implementation schedule.	CM/FHR	Railroad Street next project
	5	Develop consolidated implementation plan for water, stormwater, wastewater and pavement management plans.	PWD	Include in master plan updates
	6	Secure alternate site for Public Works shop.	CM	Completed purchase of old County yard; pursue airport property/ plan long-term
	7	Develop comprehensive plan for addressing wastewater I&I issue	PWD	In progress. Some projects underway
	8	Wastewater plant slide stabilization strategy.	CE/PWD	Two phases; First phase completed - seeking grant funding for Phase II
<b>GOAL 4: Effective Intergovernmental Relations</b>				
<b>Objectives</b>	<b>Priority/Action Items</b>		<b>Resp Party</b>	<b>Status/Notes</b>
<ul style="list-style-type: none"> <li>Influence regional, state, national policy on issues important to achieving City goals.</li> <li>Secure grant funding.</li> <li>Achieve City goals through strategic partnerships.</li> <li>Prepare for potential County fiscal failure.</li> </ul>	1	Evaluate possible assumption of County services on a cost recovery basis.	CM/FHR	Reviewed Planning/Building; not feasible.

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