

A work session of the Astoria Common Council was held at the above place at the hour of 9:02 am.

Councilors Present: Brownson, Herman, Rocka, Hilton, and Mayor Jones.

Councilors Excused: None

Staff Present: City Manager Estes, Parks and Recreation Director Dart-McLean, Community Development Director Leatherman, Finance Director Brooks, Fire Chief Crutchfield, Police Chief Spalding, Public Works Director Harrington, Library Director Pearson. The meeting is recorded and will be transcribed by ABC Transcription Services, Inc.

## GOAL SETTING

### Item 3(a): Department Goal Reports

City Manager Estes said all department heads would be present for the entire work session to answer cross departmental questions. Each department head would be sharing successes, challenges, recommended projects, and their outlook for the next fiscal year. This would allow the Council to consider the City's needs during their Goal Setting Session, which is an important step in the budget process.

#### Public Works Department

Director Harrington presented project highlights, accomplishments, challenges, budget considerations and goals for the Public Works Department. His presentation covered infrastructure, project management, the Combined Sewer Overflow (CSO) program, Water Master Plan, Natural Hazard Mitigation Plan, Strategic Energy Management Program, finances and personnel. He and City Manager Estes answered clarifying questions from Councilors about the Water Master Plan update, the CSO projects, the Highway 202 Sidewalk Project, Code amendment recommendations related to landslide areas, and staffing levels.

#### Police Department

Chief Spalding and City Manager Estes gave a presentation on the department's internal and external challenges, goals, projects, and successes. Chief Spalding reviewed details of the communications center, homelessness, crime and emergency response, limited capacity at the jail, emergency preparedness, finances, and personnel. During the presentation, they answered questions from Councilors about vaccinating police officers, potential funding to consolidate agencies, and staffing levels.

Mayor Jones called for a recess at 10:30 am. The work session reconvened at 10:35 am.

#### Fire Department

Chief Crutchfield updated the Council on the department's challenges, accomplishments, programs, projects, and goals for the next year. His presentation included a review of the department's pandemic response, Staff training, emergency response, equipment, community service events, policy updates, finances and personnel. He also answered questions about use of the training facility in Banks and vaccinations for Staff.

#### Community Development Department

Director Leatherman and City Manager Estes presented the department's strengths, successes, challenges, goals and objectives. Director Leatherman also highlighted recent changes to application processing and department operations. Her presentation included an overview of public involvement in Development Code updates, growth and development, Code compliance, permitting processes, file management, consultants, staffing and personnel. She and City Manager Estes answered questions about creating a development review process.

Finance and Administration

Director Brooks gave a presentation on the challenges, accomplishments, and goals for the department. She reviewed staffing levels and training, workloads, support to other departments, software upgrades, policy updates, Staff benefits, the most recent audit, as well as budgeting and financial reporting. She also noted that the audited financial statements would be presented to the Council on March 1<sup>st</sup>.

Mayor Jones called for a recess at 12:22 pm. The meeting reconvened at 12:30 pm.

Library Department

Director Pearson updated the Council on the department's achievements, project goals, opportunities, and challenges. His presentation covered pandemic response, county-wide library services, publishing and digitizing archives, programs and services, the Library Foundation, finances, and personnel. He and City Manager Estes also shared about the need to reorganize the library collections and furniture to improve access to the collections as well as ADA accessibility. Mayor Jones noted he would like more discussion about that during the goal setting session.

Parks and Recreation Department

Director Dart-McLean presented the department's goals, successes, and challenges. He also provided an update on staffing levels, projects and programs, Li'l Sprouts, donations and grants, the Aquatic Center, cemetery operations, the community garden, the Parks Master Plan, and financing. He and City Manager Estes answered questions about park maintenance and community partnerships.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:14 pm.

**ATTEST:**



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Finance Director

**APPROVED:**

  
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City Manager