

**MINUTES/MEETING NOTES
CITY OF CHELAN
CITY COUNCIL/MAYOR
STRATEGIC PLANNING RETREAT**

**SATURDAY, AUGUST 23 & SUNDAY, AUGUST 24, 2008
8 AM TO 1 PM
CHELAN CITY HALL COUNCIL CHAMBERS**

Present on August 23rd: Mayor Goedde; Councilors Harper, Morehouse, Miller, Weldy, Greenfield, Cooney and Morse; City staff members Fonfara, Gildroy, Grant, Sablan, VanEpps, and City Attorney Allan Galbraith.

Present on August 24th: Mayor Goedde; Councilors Harper, Morehouse, Miller, Weldy, Greenfield, Cooney and Morse; City Administrator Fonfara.

The Mayor called the meeting to order at 8 AM.

Mayor's Welcoming Remarks

Mayor Goedde stressed the importance of the Retreat, emphasized the importance of team building and the value of the Retreat as a road map to the future.

City Administrator Comments

The City Administrator reviewed the Retreat ground rules and schedule. He emphasized the importance of evaluating the current Strategic Plan with the intention of modifying it based on the changing needs/conditions of the community and its citizens. It was emphasized that the amended Retreat would serve as the foundation for the 2009 City Budget.

The City Administrator introduced the critical role of the City's Department Heads to the Strategic Planning Retreat process. The format for the participation of the Department Heads is for them to present their respective department's Strategic Plan, critical issues, accomplishments and proposed Departmental Work Plan Objectives for 2009.

Department Head Presentations

Department Heads Grant, Gildroy, VanEpps and Sablan proceeded to provide their respective department reports. Finance Director Grant stressed the importance of staff training, cross training, customer service, consistent and timely financial reports to Council and the need for updating financial program software. Council commented on the friendly attitude in City Hall, the policy to continue conservative revenue projections and the desire for the Finance Director to organize a Municipal Finance Short Course and additionally make available educational materials about budgeting and finance in city government.

Planning Director Gildroy's presentation focused on several issues/ aspects of his department's operation including the high staff turnover, the need for experienced employees, employee cross training and increasing the timeliness in customer service. Some discussion ensued about the need for a Senior Planner vs. contracted consulting services, impact fees, a citizen design review committee, the value of neighborhoods having a more important role in the future vision/development of their neighborhoods, the creation of a community beautification committee, the status of the "Fingers Property", the importance of protecting public access areas on the lake, a second route to Manson, the development of streetscape corridors, the appropriate land uses for the Apple Blossom Center, more interaction with the Port of Chelan County on local economic development efforts, incentives for affordable housing projects, the need for Council to be better informed on development projects, the consideration of annexing the "Lords Acres Property" and the problems associated with uncollected taxes on hotel/motel/vacation rental properties.

Public Works Director VanEpps began his report by expressing his appreciation to Council for funding an additional utility worker position in the 2008 budget and added that the addition of the new employee has assisted the department in getting work/projects completed. He reported that employee morale is high. Following the presentation, Council had numerous comments/questions including the beautification of the water tanks/design standards, studying the preservation and repair of the Woodin Ave Bridge, how to slow down traffic in the downtown alleys, refuse system costs, the need for stricter cell tower policies, moving forward with development impact fees for street improvements, studying the wastewater treatment options including stand alone systems, and the status of the No-See-Um Intersection Project. The most discussed aspect of the Public Works operation was the Recycling Program with comments including charging for brush disposal at the transfer station, moving recycle to the old bumper boat location at Don Morse Park, 24 hour recycling, curb-side recycling, an improved partnership with the County for recycling and the need to generally expand the City's Recycling Program in the interest of community sustainability.

Parks & Recreation Director Sablan commenced his presentation by discussing a change to the Department's Mission Statement which Council supported. Council expressed appreciation for the excellent work Charles has been doing since he started the job in January of 2008. Input from Council with interaction from the Parks Director included the need to balance services between local citizens and tourists, the difficulty of operating a fully self sustaining revenue based parks and recreation program in Chelan, support of development impact fees for parks, improving the department's web-site, the creation of a parks and recreation district, the City's acquisition of the "Darnell's Property" for the proposed community aquatic center. The importance of continuing to improve the maintenance of the park system, provide winter activities at the golf course, the lack of proactive police patrol at the City parks, increase public access to the lake, options for location/development of the proposed community aquatic center, increased recreation activities for locals, the importance of moving forward with the Don Morse Park Shoreline Restoration & Beach Enhancement Project and the consideration of doing shoreline/beach improvements at Lakeside Park, the use of high school students as

mentors in the parks departments recreation programs, more City PUD cooperation in parks programs and a discussion on user charges for accessing the City's parks.

(COPIES OF THE DEPARTMENT PRESENTATIONS ARE ATTACHED HEREWITH)

The second day of the Retreat gave Council the opportunity to provide additional comment on the Department Presentations, comment on what was missing/not discussed during day one of the Retreat and anything else on the Councilors' minds. Comments received included the consideration of City Council pay increases for 2012, the question of the City being ready for a catastrophic incident/major disaster in terms of providing critical services like water and sewer operations, the status of the city lake front properties report, the status of replacing the old phone system and further comment on moving forward with the Don Morse Park Shoreline Restoration/Beach Enhancement Project.

The balance of the Retreat provided the Mayor and Council with the opportunity to discuss the specific amendments to the City of Chelan's Strategic Plan for 2008-09. Please refer to the attached Draft of the City of Chelan Strategic Plan for 2008-09 which incorporates the proposed amendments to the Plan.

Prepared by:

Attested to:

Date approved by City Council:

Dave Fonfara
City Administrator

Robert R. Goedde
Mayor

September 11, 2008