

AGENDA

CITY COUNCIL GOAL SETTING

JANUARY 7, 2016
CITY HALL COUNCIL CHAMBER
313 COURT STREET, THE DALLES, OREGON

1:00 p.m.

Meeting Conducted in a Handicap Accessible Room

1. CALL TO ORDER
2. COUNCIL GOALS
 - A. Review Work Plan
 - B. Prioritize Goals
3. ADJOURNMENT

Prepared by/


Julie Krueger, MMC, City Clerk

AGENDA STAFF REPORT
CITY OF THE DALLES

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
January 7, 2016		

TO: Honorable Mayor and City Council
FROM: Julie Krueger, MMC, Interim City Manager
DATE: December 29, 2015

ISSUE: Update on completed goals, continuing goals, and proposed new goals.

BACKGROUND: The attached document shows the status of the current City Council goals. In this session, we propose to remove all those shown in blue, as completed and to continue on with the others as indicated. A second attachment includes a few proposed goals to add, mostly for the purpose of including them in the proposed budget.

There are 20 goals, which are essentially completed and could be removed; five are on hold, but we can begin working on some; and there are 28 in progress.

On the list of potential new goals:

A, 1 – 3 are items that are already planned to be worked on through the budget and master plans.

B, 1, this issue is scheduled for an update on the January 11th Council meeting.

C, 1, the Council has expressed interest in hiring a Human Resources Director. This would need to be included in the proposed budget.

C, 2, some funds will need to be included in the proposed budget for implementation of the new software system.

When a new City Manager is hired, we will schedule another goal setting session, probably in June, where we can have a much more detailed discussion regarding what goals should be kept, deleted, and added. This session is mainly for the purpose of including goals in the upcoming budget cycle.

BUDGET IMPLICATIONS: None at this time.

CITY COUNCIL 18 MONTH WORK PLAN FY 2015-16

Correlation to FY 15-16 (12 Month Budget)

Value/Goal	Fund(s)	Department /Division	Status: Blue – Complete; Green – In process; Red – On Hold
A. Infrastructure			
1. During the fiscal year 2015-16 budget process implement a 3-year moratorium on Street construction projects and focus resources on prevention maintenance projects (ie: patching, crack sealing, chip sealing).	Street	Street	Utilities (valve boxes and manholes) have been raised in all streets paved this summer. End of season efforts focus on patching utility trenches and potholes. Asphalt grindings placed on some gravel road sections like Washington St above 14 th .
2. Identify and support opportunities for increased federal and state transportation funding available to local governments.	Street/ General	Street	No changes in transportation funding at State level in current biennium.
3. Provide Council with a report on the status of the Dog River waterline replacement and the Crow Creek Dam increasing capacity proposals, process and timeline to complete; and then implement an approved plan.	Water (Cap Reserve)	Water	City Council tour to Dog River conducted 10/23/15.
4. Complete Phase I improvements of the Wastewater Master Plan.	WWTP Constr	WWTP Const	Pilot testing of carbon diversion technologies initiated in November. Plans underway to complete a joint Feedstock Study for both Hood River and The Dalles related to potential co-gen opportunities.
5. Complete Watershed post fire rehabilitation project.	Water	Water	About 120,000 trees planted in the burn area in April. As invoices are paid, reimbursement will be sought through grant. Planning completed for Spring 2016 tree planting, potential 2015 grass seeding, and survivability monitoring.

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6. Consider developing and implementing a plan to improve the travel surface of Thompson Street.	Streets	Streets	Report provided to Council 9/28/15; project authorized. Bidding for storm water main construction initiated 10/21/15. Bids opened 12/17/15; scheduled for contract award 1/11/16
7. Complete Transportation System Plan (TSP) update.	Special Grants	Street	PAC appointed 10/12/15. First joint TAC/PAC meeting scheduled for 11/18/15. Joint TAC/PAC meeting held 11/18/15. Travel Demand Modeling (TDM) completed by ODOT.
8. Update Bicycle Master Plan in coordination with Transportation System Plan update.	Streets/ED	Streets/ED	Meetings moved to Wednesday evenings. Map plotting continues, TSP representatives designated.
9. Review Water Capital Improvement Plan and rate structure.	Water	Water	Water revenue and rate review presented to Council 10/28/15; no rate adjustments for current year.
10. Pursue state or federal funding for West Sixth Street improvements, including widening of West Sixth Street from Hostetler Street to Snipes Street to allow for turn lane and future signalization at Hostetler.	Streets	Street	On Hold
11. Pursue resolution of stream temperature issues related to Wicks backwash water discharge.	Water Cap Reserve	Water	On Hold
12. Complete easement acquisition and design of Industrial Fire Flow Waterline Loop.	Water Cap Reserve	Water	Expect to be completed by June 30, 2016

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B. Work with partners			
1. Identify and pursue opportunities to assist the community in enhancing the K through community college education system and improve school facilities, including Regional Center of Innovation with focus on skilled workforce to meet community needs.	General	Cty Mgr Econ. Devl Library	Continuing to meet, refining location list for potential development of new HS. Presenting options to SD21 School Board December 2, 2015 at PUD.
2. Work with Scenic Area stakeholders on process to review community request for expansion of the Urban Growth Boundary.		Cty Mgr Planning	Preliminary Draft completed. Will be reviewed by City Manager and Management Team before presentation to Council. To Council in Jan/Feb
3. Move toward use of renewable energy techniques for all city owned properties. Begin with Library in FY 2015-16.	Library PW General	Library Gen Serv PW	Pilot testing of carbon diversion technologies for power generation at WWTP scheduled for November 2015. Presentation scheduled for January 25 regarding possible free assessment of City properties.
4. Review current model for City's involvement in County Library Services District, including building ownership, for implementation in fiscal year 2016-17.	General Library	Cty Council Cty Attny Cty Mgr Library	On Hold
5. Support Library Foundation's fund raising efforts for Library expansion project.	Library	Library	Completed Value Engineering of project with FFA Architecture and Griffin Construction. Contracts Completed 10/19/2015.
6. Work with Regional Solutions Team and Mid-Columbia Economic Development District to support and promote an attainable housing program.	General	Cty Council Cty Mgr ED Planning	City is participating in the regional CDBG for single family home rehabilitation program with Mid-Col. Housing Authority
7. Establish an on-going relationship with the four tribes with area interest at Tribunal Council/City Council level.	General	Cty Council Cty Mgr	CM attended a regional meeting on Tribal relations. Used Federal elected and department officials to help facilitate better communication with Tribes.

CITY COUNCIL 18 MONTH WORK PLAN FY 2015-16

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8. Support Mid Columbia Fire and Rescues effort to improve Community ISO rating	General	Cty Mgr	Council approved agreement that was signed with MCF&R allowing them to proceed with obtaining 15 year debt for construction of a training tower with City Enterprise Zone fees paying off the debt. Station 2 was complete with personnel starting there 24/7 in August.
9. Participate in efforts to continue YouthThink programs.	General	Cty Council	YouthThink presentation 10/12 updating Council on activities
10. Consider implementation of a maintenance and operation plan for the Lewis and Clark Rock Fort site for potential transfer of ownership from County to City.	General	Econ. Devl.	Interviewed for Admin. Intern to work on this project. Rejected both. Re-evaluate in Spring.
11. Support Senior Center Elevator Project	General	Cty Council	Funding provided; goal complete.
12. Work with Parks & Recreation District, School District, Health District, Wasco County, Mid-Columbia Medical Center and HEAL Cities Campaign to redevelop Kramer Field as a destination outdoor sports complex, improve pedestrian and bicycle connections to Riverfront Trail, identify new public green space opportunities in the Chenowith area, and promote sports as a business throughout the community.	General	Cty Mgr Cty Attrny Econ. Devl	HEAL presentation and City Resolution placed on September 14 Council Agenda Resolution approved by Council 10/12
C. Economic Development			
1. Review and reevaluate the First Street Urban Renewal treatment, and Washington Street Railroad Undercrossing project.	Special Grant	Cty Mgr Cty Attrny Econ. Devl	Had a request on status and intent from ODOT. Replied with a memo stating we would seek Council direction and respond by 11/10/2015. Requested updated costs from KPFF 11/20/2015.

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<p>2. Ensure the plan to redevelop the Granada Block meets DDA requirements and proceed with redevelopment and associated parking structure, if needed, after Urban Renewal Board's final acceptance of the redevelopment plan.</p>	<p>Special Grants</p>	<p>Cty Mgr Cty Attrny Econ. Devl</p>	<p>RFP completed and ready to present to the Agency Board. Conducting site walk through by appointment until RFP Closing December 29, 2015.</p>
<p>3. Adopt and implement infill development standards and policies to encourage new residential development.</p>	<p>General</p>	<p>Cty Attrny Planning</p>	<p>Council adopted new regulations on 4/13/15.</p>
<p>4. Develop, in partnership with Main Street, programs and activities to fill empty downtown store fronts and strengthen its economic vitality.</p>	<p>General</p>	<p>Council</p>	<p>Was asked by Main Street to join their Business Retention meetings starting November 9th. They will be asking for financial support from the City next budget cycle.</p>
<p>5. During the fiscal year 2015-16 budget process review the City and Chamber's partnership regarding tourism.</p>	<p>General</p>	<p>Other</p>	<p>Interim City Manager will begin attending Board meetings in October.</p>
<p>6. Complete engineering and architectural design and cost analysis for Civic Auditorium's Theatre renovation.</p>	<p>Urban Renewal</p>	<p>Urban Renewal</p>	<p>This project being considered as one of the 5 Community Outreach Team priorities for 2015-16</p>
<p>7. Work with the Chamber and Main Street program to maximize use of the Vertical Housing Zone, and other tools to develop upper levels of downtown buildings, including creation of housing opportunities.</p>	<p>General</p>	<p>Cty Mgr Econ Devl</p>	<p>Final review of RFQ completed by PC, Attorney and BDD.</p>
<p>8. Pursue local Bike Hubs as part of the Columbia Gorge Bike Trail.</p>	<p>General</p>	<p>Econ Devl</p>	<p>Submitted Connect Oregon VI Grant Application 11/19/2015</p>

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9. Complete Lewis and Clark Fountain.	General	Econ Devl	Foundry reported difficulty with canoe. They are working with the Artist to address. Delivery date is unknown. 11/23/2015
10. Pursue funding for Curation of the Community's Historic Assets.	General	Econ Devl	NEH Grant notifications in April 2016.
11. Pursue public/private partnerships for redevelopment of the Elk's building.	Urban Renewal	Urban Renewal	Interior demolition expected to begin this Fall
12. Identify opportunities to support the Port's efforts to develop a Regional Wetland Permit.	General	Cty Mgr	City staff continuing to work with Port and State of Oregon.
13. Proceed with Airport improvement, including the possible golf course development.	Airport	Airport	On Hold
14. Work with community partners to develop an RV Park in the community.	General	Econ Devl	Planning Commission considered LUDO Amendment 11/19/2015 regarding RV Park requirements.
15. Complete study regarding Gitchell Building with recommendation regarding whether it should be demolished, stabilized, or rehabilitated.	General	Econ Devl	Cost for assessment and estimates for two approaches is \$5,000. URAC approved funds, Agency considers 10/26. Agency rejected, asked Councilor Elliot and PC Hunter to contact Bremick Construction for quote. Councilor Elliot emailed on 11/10/2015.

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D. <u>Balanced Budget</u>			
1. During the fiscal year 2015-16 budget process revisit policies on how we fund the Street Division, including General Fund support.	General Street	Other	Complete
2. During fiscal year 2015-16 budget process consider level and type of resources to make available to economic development with emphasis on manufacturing jobs and revitalization of the downtown, and then implement that plan.	General	Econ Devl	Main Street and Rural Development Initiative will be requesting assistance on a Business Retention Program. Report will be provided in December 2015.
3. Analyze financial viability of continuing current municipal court system or moving toward a traffic court style.	General	Judicial	City Attorney scheduling meetings and gathering information for agenda. Task Force has met on November 23 and December 10.
4. Develop and implement a plan to get our Workers Comp experience rating factor down to a .9; develop an incentive based employee safety program.	All	All	City Council approved placing SAIF refund in a line item. New CM to present plan for use.
5. Implement of a method to track costs of City Public Works crew construction projects by the beginning of the 2015-16 fiscal year.	PW	PW	Interim cost accounting processes have been developed for larger in-house projects; anticipate implementation by mid-May. Interim cost accounting process in place for larger in-house Public Works projects.
6. Prepare a report for the Council on Human Resources and safety program options prior to the fiscal year 2016-17 budget process.	General	City Clerk City Mgr	Will include a proposal to include HR position in 2016-17 budget.

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7. Evaluate the potential of acquiring and implementing an integrated software system, and implementing by end of 2016, including a cost accounting program.	General	Finance	Contracts with ADP & Caselle signed. Implementation initiated.
8. Review City's current debt load and future plans for additional debt to determine if it is sustainable, including an analysis of whether there is a better approach, and whether the debt load can or should be reduced.	General	Finance Cty Mgr	Complete
E. Civic Responsibility & Public Safety			
1. Revisit Burn Ordinance	General	City Clerk	No concerns expressed from citizens. Councilor Brown has expressed we don't need to address at this time; recommend removing as a goal.
F. Transparent Efficient Government			
1. Modernize Website and Social Media	General	Cty Mgr IT	New City web site was made public 11/18/2015.
2. Publicize projects well in advance (i.e. 3 rd Street project, Wastewater Phase I design/build).	All	All	For 3 rd PI repaving project - press releases issued several times over week prior to work, door hangers distributed to project area residents, electronic sign boards deployed end of week before project.
3. Hold bi-annual town hall meetings to provide information to the public about what we are doing.	General	City Clerk	Draft agenda items discussed with Interim CM, working on schedule and panel representation. Meeting conducted November 30.
4. Develop Council policy regarding support or opposition to political issues.	General	City Council	Policy adopted June 8.

Potential Goals FY 2016-17

The following items are suggested goals from staff.

A. Infrastructure

1. Construct 18" Industrial Flow Waterline Loop.
2. Complete enhancement to Lone Pine Well.
3. Pursue opportunities to secure funding assistance (grants and/or low interest loans) to design and construct the Dog River Pipeline Replacement project.

B. Working with Partners

1. Provide direction on how to proceed with the Urban Growth Boundary project.

C. Balanced Budget

1. Hire Human Resources Director.
2. Successfully complete the implementation of all new software, including changing/streamlining processes for efficiency and better customer service.