

**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL RETREAT MEETING MINUTES**

DATE August 1, 2011

TIME 8:00 A.M.

ATTENDANCE:

CITY COUNCIL

Mayor Ron Onslow, Council members Don Stose, David Taylor, Lee Wells, and Darren Wertz

CITY STAFF

City Manager Justin Clary, Director of Finance & Administration/City Clerk Kay Kammer, Chief of Police Carrie Greene and Finance Division Director Gaylynn Brien

FACILITATOR

Pat McDonnell

RETREAT

Points of discussion:

Council Core Beliefs

- Review of brainstorming ideas from the January 28, 2011 retreat and the prepared beliefs presented by Council members Wertz and Stose at the February 24, 2011 council meeting
- Staff to prepare a resolution of the beliefs for adoption

2011 – 2016 Six-Year Business Plan

- Review of department business plans

Priorities:

- Need to hire an assistant for the City Manager sooner than listed in the plan
- Council take on visits with Ridgefield businesses due to staff workload limitations
- Create a new website and explore additional social media outlets
- Complete Shoreline Master Program update and Comprehensive Plan updates
- Continue interlocal agreement with other local jurisdictions for providing inspection services
- Need to hire a Police Sergeant
- Need to hire Public Works employees
- Cemetery boundary line determination
- Resources should be focused on employment at Junction over Downtown/Waterfront – revenues from future Junction development may then support Downtown/Waterfront
- Abrams Park Master Plan – continue working towards plan implementation
- Explore performance-based grant writer
- Water rights and capital projects
- Sewer financing and private-public partnership

Departmental 2012 Budget Initiatives

- Executive Priorities

- Increase budget for training opportunities, cost of living adjustments and general facility planning

- Community Development Priorities
 - Increase budget for inspection services, planning consultant and a Junction Sewer Collection local revitalization financing program
- Finance & Administration Priorities
 - Increase budget for computer replacement program, training opportunities, website update and an in-house training center
- Public Safety Priorities
 - Increase budget for additional personnel and sergeant exam services
- Public Works Priorities
 - Increase budget for additional personnel, equipment, vehicles, well cleaning and inspections, telemetry upgrades and facility planning

2012 Goal Setting/Action Plan Development

- Look for businesses to increase the tax base in the Junction area
- Downtown revitalization
- New revenue generation
- Bring in employers that enhance the density for job creation

Open Discussion

- Meet with Mark McCuddy regarding the marina and find out what his goals and objectives are for the property and discuss what the council wishes are for seeing the marina enhanced
- Departmental organization
- Create a Volunteer Program and support community involvement
- Water rights
- Public works infrastructure
- Council dreams for parks and additional community events
- Funding issues for parks and operations
- Viable funding mechanisms
- Meet with business owners to find out what they do, who they do business with, what the City can do to assist, provide them with necessary links, review permitting processes
- Public-private partnership opportunities (e.g., sewer conveyance infrastructure to the Junction)
- Communication and technology enhancement to include website enhancement, newsletters and additional social media
- Citizen surveys (what does the community want, why did they move here, views on schools, parks & trails, economic development)
- Downtown restoration and the need for additional parking
- Junk vehicles
- Personnel needs
- Recruitment of job creation businesses at the Junction
- Infrastructure funding
- Development code rewrite completion
- Utility rates (long term program) and Master Fee schedule review and analysis
- Needs for a dog park and additional community gardens

ADJOURN

4:35 P.M.

 Kay Kammer
 Director of Finance & Administration
 City Clerk

 Ron Onslow
 Mayor