

**Algona City Council
Retreat Meeting
September 26, 2013**



Mayor Dave Hill called the meeting to order at approx. 5:50 PM at the City Council Chambers. Council members present were Bill Thomas, Lynda Osborn, Ed Britz, Paul Mallary, and Timothy Fairley. Staff members present were Kevin Caviezel – Event Planner, Buster McGehee – Chief of Police, Diana Quinn – City Administrator/Clerk Treasurer, Dawn Dolfelmire and Laurie Ulrich – Deputy City Clerk-Treasurer.

WELCOME AND AGENDA OVERVIEW – Diana Quinn

Diana welcomed everyone present, and gave a brief overview of the agenda, time constraints and the logistics of the facility.

“2013 State of the City” Review and Discussion – Mayor Hill

Mayor Hill reported the accomplishments he has done since October 2006 to current. He read through the list of accomplishments. We haven't cut services to our public we have increased benefits to our City. Mayor Hill commented on the remote meter reads. He commented on how efficient reading the meters are now with our new reads. See Attached.

Long Term Council Goals/Vision (10 YRS)

Council talked about building a new skate park. Councilmember Fairley wants to make sure our sidewalks are safe on Milwaukee and Algona Blvd and would like to see them repaired. They are cracking and gapping on the edge of the curb. Council member Thomas is concerned about Waffle Park and the cigarette litter left from people using the park. Diana suggested some signage to make people aware. Councilmember Thomas suggested installing a traffic circle installed where Algona Blvd, Main Street & Broadway meet. They would like to see a Community Center, new City Hall and Police Department. A new vision for 1st Avenue. Councilmember Fairley wants to complete the pigtail portion of West Valley Highway working with King County. Councilmember Fairley would like to have Broadway become a through street for the City. Consider pedestrian safety to add more sidewalks throughout the City. Councilmember Fairley suggested going LED lighting for all of our street lights to become a “going Green” City. Councilmember Britz mentioned solar power for the Community Center and City Hall.

2013 DEPARTMENT HIGHLIGHTS/2014 BUDGET REQUESTS – Buster McGehee, Kevin Caviezel, Diana Quinn

Administration Department – Diana

Diana reported on the Administration Department. She talked about the 2013 goals of continuing cross training, City wide survey on City Hall hours of operation (not completed yet), install a new server, add security features to City Hall, purchased a new phone system, hired Mayor's Administrative Assistant, purchased 3 new computer towers and study on addition to City Hall. The 2014 goals & budget requests are online payments, iPads for Councilmember's, ON-Line agenda packages, continued training on iCompass, electronic check signage, paper folder and complete architectural design for Community Center/City Hall building.

Public Works Department/Parks Department – Diana

Diana reported the PW Department and went over the 2013 accomplishments of replacing 3 hydrants, chip sealed Boundary Blvd, repaired end of Main Street, purchased a vactor truck, vactored all catch basins and sewer lines, installed irrigation system in Matchett Park and started work on West Valley Highway. The 2014 Public Works goals are to install 5 new hydrants, chip seal streets, vactor all catch basins, jet all sewers and leak detection all lines. Their 2014 budget requests are a covered pole barn for equipment, new brush hog mower deck for Kubota, concrete & asphalt saw cutter, paving in from the of shop, valve exerciser, purchase a new boom truck, 5 new fire hydrants, purchase miscellaneous water parts and have emergency Vactor parts in stock. The parks department would like to see an irrigation system installed at the 7th Avenue Park and Waffle Park, park mower parts and service, electrical upgrade at Matchett Park and asphalt overlay at Matchett Park bathrooms.

Police Department – Buster

Buster reported on the Police Department. The 2013 accomplishments were they hired a new full time police officer, building improvements by installing Mayor's new office, audit of the evidence room, organizing and sealing the police evidence room, purchased and equipped two police patrol vehicles, purchased two new assault rifles and one new Glock handgun, upgraded camera system around the building, revised and updated the Pacific Municipal Court contract, kept jail costs down with SCORE jail facility, continuous donation to the senior center and Language Line contract completed. They continued to receive grants, and each officer attended a minimum of 24 hours worth of training. The Police Department goals for 2014 year consist of providing quality police services to our City, increase staffing level of the reserve officer program, decrease the amount of time it takes to investigate cases that need follow-up, implement LEXIPOL policy and procedures, provide annual and emergent policy updates and additions through case law, best practices and urgent/emergent changes, and hire a part time relief Records Clerk.

Event Planning & Community Development Department – Kevin

Kevin reported on the 2013 community event accomplishments were Easter egg hunt, Kidz Love Soccer, Skyhawks sports camp, playground activities with the YMCA, outdoor movie nights, event sponsorships increased from \$2600.00 to \$2800.00, Algona Days, Smore's & More night in October and the tree lighting event in December. The current 2014 goals are to continue to make improvements to current events, continue to work with Auburn School District in providing the summer lunch program, provide new events like bingo & fishing, continue to build partnerships with ALPAC PTA and the Auburn Valley YMCA, increase community sponsorships for supporting events, work to get more teens involved by having them volunteer at special events to help with their community service hours as part of their high school graduation requirements, continue to update City website with new events and photos and purchase a reader board to promote special events and meetings.

2014 Council Goals & Capital Expenditures

Council expressed a ramp be installed at the park shelter in Matchett Park so that wheelchairs can get up onto the shelter. They would like to see shrubs near the sports court by the sidewalks in Matchett Park to make it look better by sloping it more. They agree that most of the reports contain 2014 goals and capital expenditures by the Department Heads.

ADJOURNMENT

There being no further business the meeting adjourned at 8:44 PM.

ATTEST:



Diana Quinn, City Administrator/Clerk Treas.



David E. Hill, Mayor