

**Algona City Council
Retreat Meeting
February 6, 2016**



Diana Quinn, City Administrator, called the meeting to order at approx. 9:00 AM at the City Council Chambers. Council members present were Bill Thomas, Lynda Osborn, Troy Linnell and Mike Dawkins. Council member Dofelmire was absent. Staff members present were Dave Hill – Mayor, Mike Sanford – Interim Chief of Police, Diana Quinn – City Administrator/Clerk Treasurer, Jimmy Griess – Public Works Director and Laurie Cassell – 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.

“2016 State of the City” Review and Discussion – Mayor Hill

Mayor Hill reported that the Boeing plume is in stabilization and clean up should begin by 2018 or 2019. The Department of Ecology will be having an open house on February 27th at Alpac with the Department of Health in attendance.

He is still working on the community center and has a \$1 million request at the legislature. He thinks we will probably receive \$500,000. We have the SEPA done for the community center and it is currently with Innova’s engineer. We should have it available by the end of February. Our next step would be to apply for the CUP and it will go out to bid about this time next year. We have hired a financial advisor company to help with the loan for the community center. They will be talking with banks to see who has the best rates and see if they will hold the bonds vs. the city holding them.

The transfer station EIS has been issued. He has a meeting with King County on Friday, February 12th. King County Solid Waste set up a meeting to talk at Auburn Highschool on April 22nd. We have asked them to host the meeting here in Algona since our site is the preferred site for the new transfer station. We are waiting to hear back.

Long Term Council Goals/Vision (10 YRS)

- Councilmember Thomas – He still wants to see a community garden in the City. He said he wants to continue with a traffic calming study. He mentioned updating channel 21.
- Councilmember Osborn – She suggested having another council retreat meeting in about 6 months to keep up with the goals and visions for the city. She requested an evening meeting.
- Councilmember Linnell – He would like to have smoking banned from our City parks. Diana suggested bringing forward the Ordinance. Council member Thomas suggested that we make sure to let the residents of Algona have their say in the request. He also would like to see banning fireworks in the City of Algona.
- Councilmember Dawkins – He would like to see safety and reducing speed within the City limits. He also wants to ban smoking in our City parks. He is concerned about banning the fireworks in the City. He mentioned having a crosswalk on Boundary & “O” Street. Jimmy Griess said he is discussing with the Mayor and the City of Auburn to install a center turn lane and making each side a one lane road.

2016 DEPARTMENT HIGHLIGHTS/BUDGET – Mike Sanford, Diana Quinn, Jimmy Griess

Administration Department – Diana

She said that the administration department is working on cross training for the utility billing and payroll. She said we will be waiting on the budget items until the new building is built. She talked about a possibility with online bill pay. She said the standing past due accounts amount to \$160,000. She is looking to re-do the Algona Municipal Code to reflect these changes.

Public Works Department/Parks Department – Jimmy

He has been working on grants for the City. He received a Safewalk to Schools grant to replace the current sidewalks from 1st Avenue to 5th Avenue off of Milwaukee Avenue. He has also received a \$200,000 grant from TIB for sidewalk replacement on Washington & Seattle Blvd. The City's match is 23,000 for that project. He also received a \$630,536 grant with King County, leading the project, for an overlay on West Valley Highway

Police Department – Mike

He gave a new updated version of goals for the Police Department. (See attached)

ADJOURNMENT

There being no further business the meeting adjourned at 11:57 AM.

ATTEST:



Laurie Cassell, Deputy City Clerk-Treasurer



Diana Quinn, City Administrator/Clerk-Treas.



Algona Police Department

Date: February 6, 2016
To: Mayor Dave Hill and City Councilmembers
From: Mike Sanford,
Chief of Police
Subject: 2015 Accomplishments
2016 Goals

Thank you for the honor and opportunity to serve the citizens of Algona and the men and women of the Algona Police service as your police chief. The Algona Police Service has undergone some major changes in 2015. Many of the changes were unexpected. The retirement of Chief McGhee and subsequent events presented many challenges for our officers and staff. During these challenging times, our police officers and staff maintained a positive and team focused approach to serving the citizens of Algona and accomplished many things including:

- All staff completing CJTC required in service training.
- The department successfully passed an audit of our evidence section
- The department completed our move to the new evidence storage facility and added an equipment storage area.
- Hired two new full time Police Officers
- The department Partnered with the Washington State Traffic Safety Commission to accept traffic safety grants funds and has conducted emphasis patrols using those funds.

Looking back over the previous two years, important goals of the department included:

- Providing quality service to our citizens
- Increasing staffing in our reserve police officer program
- Improving follow up investigation
- Implementing the Lexipol Policies and Procedures

During 2015 the staff of the Algona Police Service did an excellent job of providing high quality service to our community. The city provided and officers utilized modern technology and equipment to quickly respond to, investigate and solve crime.

We added new video and alarm technology to our department, worked on upgrading our access to and use of the Automated Fingerprint Identification System (AFIS), and used cell phones as well as computer technology with increasing frequency and competency.

Our staff is working very hard to identify and recruit potential reserve officer Candidates as our reserve staffing levels continue to shrink. We hired one reserve in 2015 and moved one reserve to full time status. During 2016 our goals will include adding up to two (2) additional reserve officers.

Our follow-up investigation is improving as we expand the skill sets of police officers learning about follow-up needs. Sgt. Schrimpsker is doing an exceptional job of training people on process and procedures to follow cases from crime to prosecution. In 2016 we hope to expand on this success by adding evidence collection capability, technology, and staff skill to provide even better results for the citizens of Algona.

We have been less successful with the implementation of Lexipol. This is a project that began in 2013 and still is awaiting full implementation. During 2016 the Implementation of Lexipol and preparation for accreditation will be high priorities for the Algona Police Department's administration.

Because 2015 was a year of transition in the Police Department we asked Council to include some of the same budget adjustments that were approved for 2015 to be carried over to 2016. Thank you for approving that request. This will allow the Police Department to set and pursue goals of the Mayor and City Council that reflect the best interest of the citizens of Algona and the Algona Police Service.

We are looking forward to the opportunities that 2016 will bring for us to better serve the citizens of Algona, to enhance the skills and abilities of our team, and to pursue some collective goals of the Algona community.

Our goals for 2016 will include a focus on the following areas:

Maintaining proper equipment and technology by replacing/adding the following:

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| Communications: | Replace two (2) Police radios |
| Tasers: | Purchase eight (8) new Tasers as existing Tasers are no longer services by the manufacturer |
| Shotguns: | Purchase two (2) Benelli shotguns and Patrol accessories |
| Computers: | Replace two (2) in car computers |
| Cameras: | Add two (2) portable video cameras to city inventory |
| Patrol Cars: | Replace 1-2 cars as necessary and approved by the Mayor |

Improve Training and insure department compliance with Washington Association of Sheriffs and Police Chiefs (WASPC) “best practice” standards as well as all Criminal Justice Training Commission (CJTC) requirements including a focus on:

Police Standards and issues (constitutional policing, diversity, best practice)

Crisis Intervention

Evidence collection and processing

Vehicle operations and safety

Use of force/de-escalation/Firearms proficiency

Evaluate and or meet Accreditation Standards including:

Adding Spillman evidence module

Make (TBD) facilities improvements

Complete Lexipol evaluation/transition

Utilize Accreditation Assistance

Miscellaneous other technology improvements required to meet best practice and accreditation standards

Public Outreach Campaign:

The Algona Police Service will conduct a 2016 Public Outreach campaign to assist neighborhoods in organizing and networking by developing email lists, communication systems (phone trees), and in person contacts. This campaign will include a focus on “Citizens night out” a national campaign to organize communities around crime prevention and emergency preparedness.

Respectfully,

Mike

Mike Sanford

Algona Police Service

Chief of Police

Michaels@AlgonaWA.gov

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