

GOAL SETTING SESSION MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
FEBRUARY 25, 2009

MEMBERS PRESENT:

Lon Kellstrom	Mayor
Bill Merrill	Council President
Sharlene Weed	Councilor
Pat Thompson	Councilor
Jerry Bogart	Councilor

STAFF PRESENT:

Eileen Stein	City Manager
Brad Grimm	Public Works Director
Lisa Young	Finance Director
Eric Porter	Planning Director
Kathy Nelson	City Recorder

GUESTS:

Roger Jordan	Facilitator
Bob Wells	Facilitator

The meeting began at 2:00 p.m.

I. Introduction and Agenda Overview

Roger Jordan and **Bob Wells**, facilitators for the goal setting session, introduced themselves and provided a summary of their former municipal experience and current teaching positions with “*The Academy*”, a program that provides training in a variety of city/county government management and leadership classes to prepare the next generation of individuals interested in a career in municipal administration. The Council and staff introduced themselves to Mr. Jordan and Mr. Wells.

II. Overview of Agenda

Mr. Jordan presented a brief summary of the afternoon’s agenda and proposed outcome.

III. Budget Context for Goal Setting

Manager Stein presented information on the budget for the remainder of FY 08-09 and forecasted information for revenue and expenses accounts for FY 09-10. Projections included:

- Property tax revenue
- Population as it relates to State revenue sharing
- Transient room tax
- Planning related revenue
- Health care benefit costs
- PERS
- Risk management
- Personal services

GOAL SETTING SESSION MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
FEBRUARY 25, 2009

Manager Stein stated capital outlay for the upcoming fiscal year will be driven by the Capital Improvement Plan (CIP). She reported the General fund has a healthy contingency reserve of \$1.3 million. She stated after setting aside for reserves and debt reserves the Council has options ranging from putting money into additional programs to not levying the full amount for property tax.

IV. Present and Discuss Draft Goals and Objectives

Manager Stein discussed the list of recommended goals for the City for 2009 to 2013 and noted that staff crafted these goals and objectives to tie into the Sisters Vision Statement and reflect its values and principles. She stated the actual verbiage for many of the objectives come directly from the Comprehensive Plan or are related to the ideology of the plan. She stated the five goals and related objectives for each, present a framework that will allow for additional objectives to be added in future years. The proposed goals are:

- **To have a strong and effective planning process that enhances livability, provides for orderly and sustainable growth, and that honors and preserves Sisters' western village character.**
- **To protect and celebrate the natural majestic beauty that surrounds us, sustains us, gives us our community identity, and is where we recreate.**
- **To support our citizens through diverse economic sectors that reflect their identity, values and interest, and to provide for their well-being.**
- **To create and foster opportunities where Sisters Country citizens can easily participate in civic affairs, be active and informed, and partner in community leadership.**
- **To be a professionally managed and innovative municipal government committed to promoting trust and providing the highest quality of city services.**

The **Council** discussed the goals and objectives and determined they were acceptable as presented.

V. Present and Discuss Department Workplans

Manager Stein, Finance Director Young, Community Development Director Porter and Public Works Director Grimm each presented information on the state of their department, described existing workload and their proposed departmental workload for FY 09-10, noting those tasks they considered to be the highest priority.

GOAL SETTING SESSION MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
FEBRUARY 25, 2009

VI. Priority Setting: Establishing Direction for FY 09-10

Each councilor presented a list of priorities they feel are most important for the City in FY 09-10 with the common theme of emphasizing the need to complete projects already underway prior to undertaking any new projects. Also stressed was the need to encourage economic development within the City by any means possible. Staff was tasked with providing the timing, cost and staffing needs to finish the current projects already underway as well as newly identified potential projects for FY 09-10. There was a request from Councilor Merrill and Councilor Weed to know what the other Council members are expecting from the City with regard to supporting economic development including funding and staff time.

Facilitator Roger Jordan recommended staff take the input from the Council and craft priorities for FY 09-10 for presentation to the Council at a later date. The **Council** concurred.

VII. Adjourn

The meeting ended at 5:50 p.m.

Respectfully submitted,

Kathy Nelson, City Recorder

Lon Kellstrom, Mayor