

CALL TO ORDER:

Mayor Shannon McKay called the Council Retreat to order at 6:00 p.m. He advised the Council will hold informal discussions and will hear from staff relevant to projected growth.

Present: Mayor Shannon McKay; Councilmembers Eleanor Brodahl; Kenneth Caylor; Dan Dever; Kenneth Johnson; Mark Snyder; Marc Spohr, and Tim Wilson.

Also Present: Department Heads: Mike Bailey; Police Chief Steve Dunnagan; Debbie Kudrna; Jay Van Ness and Terry Clements Public Works Supervisor, and City Administrator Ehman Sheldon.

FINANCIAL OVERVIEW AND REVIEW

Financial Director Mike Bailey gave a presentation about the Finance Department, including the department responsibilities; organizational chart; impacts to the department based upon population growth, and future capital expenditure requests. He reviewed the current fund and reserve balances and expected ending fund balances for 2008.

CITY PLANNING – WHERE ARE CITY BOUNDARIES

City Administrator Ehman Sheldon reviewed the following:

- Othello Comprehensive Plan- adopted June 1995. He noted that Adams County has not adopted the Growth Management Act (GMA), allowing them more planning flexibility. He reviewed the benefits of GMA comprehensive plans.
- Utility Planning Area (UPA) and Utility Service Area (USA)
- Urban Growth Area (UGA)
- City Zoning Map
- Sewer service planning area – a process designed to anticipate a community's future needs for wastewater treatment. We currently do not have this type of planning document.

There was further discussion regarding the County Comprehensive planning efforts and coordination with the City's.

Mayor McKay introduced Terry Clements, the new Public Works Supervisor.

DEPARTMENT REPORTS – WHERE ARE WE – WHERE ARE WE GOING

- Police Department – Police Chief Steve Dunnagan reviewed the Departments Vision Statement; the Departments Mission Statement; core values; department organization chart; review of case histories infraction and criminal cites data 2004-2008; projected 3% growth rate for the community; projected budget increase at 5% per year, and reviewed unfunded mandates. He reviewed the status of the Department; opportunities; threats; retention efforts; accomplishments, and future needs.
- Public Works- Municipal Services Coordinator Jay Van Ness reviewed the department responsibilities, and over view of future street projects. He suggested the Council look at budgeting \$200,000 per year for street overlays and obtain a Public Works Trust Fund loan to fund a complete overlay project of the remaining streets. The annual budget allocation would pay the annual loan. He reviewed water demand and updated the Council on the testing of Well #6. He reviewed future water projects and highlighted the water system plan: Wells 9 and 10; annual well maintenance; Well #6 rehabilitation; steel line and AC line replacement; fire flow issues. He reviewed future sewer and park projects; highlighted the park comprehensive plan, and projected operational budget increases.
- City Clerk Debbie Kudrna reviewed the department responsibilities; department organization chart; the future of the department based upon projected growth and future capital expenditure requests.

**City of Othello
City Council Retreat
August 4, 2008**

WRAP UP FINANCIAL – HOW DO WE FUND THE FUTURE

Finance Officer Mike Bailey provided a general fund, utility tax, street, water and sewer analysis, projecting over a 5 year period.

Mr. Van Ness reported that our water towers are adequate for now and he does not see a need for additional reservoirs for a while, although we will need to prepare for new wells. Well sites – possibility of designated sites in our new developments.

ADJOURNMENT

With no further items to discuss, Mayor McKay adjourned the workshop at 8:28 p.m.

By: _____
SHANNON MCKAY, Mayor

ATTEST:

By: _____
DEBBIE L. KUDRNA, City Clerk