

COUNCIL GOAL SETTING WORK SESSION

October 30, 2021, 9:00 a.m. at City Hall, 100 W Halsey St., Halsey, OR

**This hybrid meeting was also conducted as a teleconference, with external participation available via phone or video link.*

CALL TO ORDER

The meeting was called to order at 8:58 am

ROLL CALL

Present: Mayor Jerry Lachenbruch, Councilor Jerry Gillson, Councilor Michelle Isom, Councilor Randy McMillen, Councilor Ken Lorensen

Present Staff: City Administrator Hilary Norton, Assistant City Recorder Larissa Gangle

Absent: Councilor Christine Raven

Guests: City Planner David Kinney

INTRODUCTION

All Present at the meeting introduced themselves. City Planner Dave Kinney explained the expected outcomes of the session and discussed the ground rules.

REVIEW

Dave reviewed the previous 2020-21 City Council Priorities. Council was asked to identify the following:

Community Successes & Accomplishments

- COVID Response
- Staff Training
- Cybersecurity Improvements
- Economic Development/Business Recruitment

Challenges

- Business Recruitment/Expansions
- Wetlands
- Community Identity
- Appearance/Civic Pride
- Streetscape

Opportunities

- Highway 99 E Project
- High Speed Internet
- Halsey Park Amenities

- ARPA Funds for Infrastructure
- Partnering with Businesses & School
- New Digital Sign at City Hall

10 Minute Break

CITY ADMINISTRATION & DEPARTMENT PRIORITIES

Staff met with CP Kinney prior to the work session to discuss goals and priorities for each of their departments. The following goals presented by staff were compiled and presented at the work session:

Land Use & Economic Development

- Continue Economic Development Partnerships (MVP)
- Rare Program-Grad Student to Assist with Special Projects
- Complete Local Wetlands Inventory
- Adopt Buildable Land Report for Halsey
- Prepare Comprehensive Plan Update
- Establish Welcome Neighbor Program
- Economic Development
 - Business Assistance
 - Support & Investments
 - Partnering with Businesses & School

Livability & Quality of Life

Public Safety

- Update Emergency Plans-Emergency Response, Continuity of Operations

Parks & Recreation

- Prepare Master Parks Plan & Priorities
- City Park Path-Repair or Replace Path, EV Location, Create Stopping Point for Travelers
- Halsey City Park Improvements-Rehab Entire Park
- Install Electronic Message Board
- Organize/Support Community Events, i.e.: Arbor Day, Achievement Day, Etc.

Library Services

- Enhance Library Services, i.e.: E-Books, Special Activities, Improve Communication with Patrons
- Attract Volunteers-Rebuild Volunteer Base Post Pandemic
- Library Improvements-Fix/Refurbish Bookmobile, Acquire Building Next Door (Long Term Goal)

Governance

Administration

- Civic Education, Recruit Volunteers, Community Engagement
- Council Leadership-Visible, Active Leadership; More Engagement with Citizens

Financial Management

- Fiscal Stability-Maintain Adequate Reserves, Continue to Search For Cost Savings, Look at 5-Year Projections
- Financial Management-Budget and Audit Tracking; Utility Billing-Add Online Xpress Bill Pay; Budget for High Priority Projects

Water System

- Update Water Master Plan, Refurbish/Replace Well #69
- Water Improvements-Replace Water Lines on East B and East 3rd, Install Loop System from Blue Heron to East 2nd and East A Streets

Sewer System

- Prepare Wastewater Facility Master Plan
- Lagoon Maintenance & Improvements: Auto Dialer, Paint Influent Building, Install Rip Rap, Research Improvements
- Sewer Inflow & Infiltration (I&I)-Implement Recommendations, Use ARPA Funds

Streets

- Street Maintenance (Budget in 2022/23): Micro-Seal West 1st Street, Continue Striping, Continue Sign Replacement Program, Assess Pavement Condition
- Street Overlay/Improvements-Complete East "B" (1st-3rd) Project, Apply for SCA Grants, Implement Bi-Annual Chip Sealing Program with Linn County Road Department

Storm Drainage

- Storm Sewer/Ditch Maintenance-Continue Annual Maintenance, Remove/Replace Culverts, Educate Property Owners
- Adopt Stormwater Master Plan-Identify Funding Options for Priority Projects

Public Works Facilities/Vehicles

- Building Improvements-Purchase Asset Management System, Install Gas/Diesel Tanks
- Building Improvements (Long Term)-Build Cover Structure for Public Works Equipment
- Vehicle Replacement- Tall Grass/Ditch Mower, Manlift for Trees & Building Maintenance
- Vehicle Replacement (Long Term)-Vector Truck
- Complete Energy Assessment for All City Facilities with Oregon Association of Water Utilities (OAWU)

Lunch Break (30 Minutes)

REVIEW OF IDENTIFIED PRIORITIES & ESTABLISH TOP 2022-23 PRIORITIES

After all goals and priorities were identified and scribed on easel pads, participants were given "dot" stickers and were led through a voting process to choose their top priorities. Votes were counted and the priorities for the group as a whole were identified. CP Kinney then led a forced choice exercise to

establish the top priorities. The following are the results of the forced choice exercise, therefore setting the Council Goals 2022-23:

1. Water Improvements
2. Building/Asset Management
3. Halsey City Park Projects
4. Emergency Planning
5. Rare Program
6. Fiscal Stability/Financial Management
7. Vehicle Replacement
8. Street Maintenance
9. Wastewater Master Plan
10. Council Leadership/Community Involvement
11. Organize Community Events
12. Update City Charter
13. Enhance Library Services

ADJOURNMENT

The meeting was adjourned at 2:15 pm

Mayor Jerry Lachenbruch

Assistant City Recorder Larissa Gangle