

SPECIAL MEETING OF THE ROSS TOWN COUNCIL
ANNUAL TOWN STRATEGIC WORKSHOP
FRIDAY, FEBRUARY 12, 2016

1. 9:02 a.m. Commencement.

Present: Mayor Katie Hoertkorn; Mayor Pro Tempore Carla Small; Council Member P. Beach Kuhl; Council Member Elizabeth Brekhus; and Council Member Elizabeth Robbins

2. Mayor Hoertkorn Opening Remarks

Mayor Hoertkorn welcomed everyone and expressed she was looking forward to the day and working with the staff.

3. Town Manager Chinn Opening Remarks

Town Manager Chinn explained the purpose and goals of the day and walked through the planned meeting schedule.

4. Open Time for Public Comment - None

5. Strategic Workshop Sessions

Town Manager Chinn facilitated a discussion related to generating a Town SWOT (Strengths, Weaknesses, Opportunities, and Threats) followed by a draft Town goals discussion with the Council. The SWOT analysis provides information about the Town that is valuable in determining potential goals, strategies, or projects that can move the organization forward or help avoid negative outcomes. In group discussions, Strengths, Weaknesses, Opportunities, and Threats were derived and then discussed by the entire group.

The SWOT discussion was lead into a Town goals discussion. Draft goals were developed that will be brought forward and discussed with the upcoming Town budget in the coming months. The draft goals will be used to help guide Council and staff as we derive priorities for next year's and possibly budgets in the years that follow.

Following a lunch break, Town Manager Chinn provided an overview of the two staff reports that were in your agenda packet – the Five Year Financial Forecast which shows the Town capacity to provide services and possible additional facility funding; and the Draft 5 year Capital Improvement Plan (CIP) which begins to lay out a longer-term vision of infrastructure and facility improvements in the community. There was a discussion about both items and staff answered Council Members questions. Based on comments received, staff will bring the draft 5 year CIP back with the budget for either approval or to have it accepted by Council.

Staff has started work on the upcoming Fiscal Year 2016-17 budget. There was a discussion about the budget priorities for the upcoming fiscal year given the financial projections that were presented in the Five Year Financial Forecast. Staff presented an initial list of non-capital related projects, studies, and one-time expenses to be included in the Fiscal Year 2016-17 budget. Council Members asked questions and the list was amended based on the discussion.

February 12, 2016 Minutes

The list of non-capital related studies or one-time expenses to be explored for the FY 2016-17 budget (capital items were included in the CIP discussion) included:

- Technology – new Planning and Building permit tracking software, scanning documents
- Zoning code amendments – tree ordinance, hillside lot ordinance, variances to use permits, design review clean-up
- ADR assessment and possible revisions
- Bike/Pedestrian Master Plan
- Building construction time limit amendment
- Building Code adoption for 2017
- WUI adoption
- Police new vehicle, body camera system
- Possible license plate readers, or camera system
- Public safety parcel tax on November 2016 ballot
- PERS further pay down depending on cash availability
- CERBT advance funding for retiree medical liability depending on cash availability

Town Manager provided closing remarks to the Strategic Workshop and thanked the Council Members and staff for their participation.

6. Adjournment.

Mayor Hoertkorn moved to adjourn the meeting at 3:06 p.m.

Kathleen Hoertkorn, Mayor

ATTEST:

Linda Lopez, Town Clerk