



**2017 Sequim City Council Advanced Planning Session  
Sequim Transit Center  
190 West Cedar Street  
Sequim WA  
January 18, 2017  
Agenda  
8:00 AM**

Attendees:

City Council  
City Manager, Charlie Bush  
Assistant City Manager, Joe Irvin  
Communications & Marketing Director, Barbara Hanna  
City Clerk, Karen Kuznek-Reese

<u>Items</u>	<u>Facilitator</u>	<u>Start Time</u>
1) Goal Review (using spreadsheet)	Bush	8:00 AM
2) Emerging Issues	Irvin/Bush/Hanna	9:30 PM
a. Solar (Irvin)		
b. Technology (Bush)		
c. Homelessness (Hanna)		
3) Lunch		12:00 PM
4) Emerging Issues Continued (if needed)	Bush/Irvin/Hanna	12:45 PM
5) Open Discussion	Bush	1:30 PM
6) Streamline Policy Adoption Process	Bush	2:30 PM
7) High Performance Organizations	Bush	3:00 AM
8) Misc. Issues	All	3:45 PM
9) Adjourn		4:30 PM

# Sequim City Council Goals - Work Plan

Goal	Time	Priority	Dept.	Support Depts.	Initial Work	Success Measures	Status	Year & Quarter																		
								17				18				19	20	21	22	23	24	25	26			
								Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4											
Fund and Carry Out the Transportation Plan	ST	1	PW	FIN, CMO	2017 Budget, CIP, Fiscal Analysis (Q1 17)	Sustainable Street Funding Plan Implementation Underway	In Progress	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Develop a Solid Waste Plan	ST	2	PW	FIN, CMO	Council Check In Regarding Long Distance Hauling Options	Provide Council a Briefing and Implement Any Follow Up Actions	Complete																			
Encourage Regional Cooperation for Common Interests	ST	3	CMO	ALL	Organize and Implement Regional Agenda, Will be presented to Council in late January	Provide Agenda to Council for Possible Adoption and Then Implement It	In Progress	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Partner with Nonprofits and the Faith Community to Help the Homeless Community	ST	4	POL	FIN, CLERK	Implement PD's "Hand Up" Program, Possible Follow Up, Maintain Programs	Implement Program and Provide Progress Report to Council	In Progress	X	X																	
Develop an Economic Development Plan Specific to Sequim	ST	5	CMO	DCD, COMM	Develop Plan and Discuss with Council	Provide Analysis and Recommendations to Council	In Progress																			
Complete Improvements to Guy Cole Center, Reopen for Rental, and Seek Further Funding for Further Improvements	ST	6	PW	CMO, FIN, CA	Initiate Construction, Review Fees, Submit Next Capital Budget Request	Complete Envisioned Improvements and Reopen Center	In Progress	X	X																	
Take Short-Term Emergency Preparedness Measures	ST	7	POL	ALL	Complete EOC Outfitting, Complete Fall FEMA Training, Necessary Staff ICS Trained, Propane Safety Evaluated	Complete Initial Actions	In Progress	X	X	X	X	X	X	X	X											
Create a Plan for Neighborhood Improvements	ST	8	CMO	PW, FIN, DCD	Expand Habitat Partnership, Evaluate Other Neighborhood Services, Evaluate Capital Projeccts with a Consideration for Neighborhood Revitalization	Provide Analysis and Recommendations to Council	In Progress	X	X	X	X															
Develop Crime Prevention Strategy - By Mid 2017	ST	3	POL	DCD	Continued Community Policing, evaluate shifting resources to the PD, strategize, Council briefing in 2017	Leading Practices in Community Policing Implemented, Public Education Enhanced, Volunteers Engaged, Ultimately Crim Reduced	In Progress	X	X	X	X	X	X	X	X	X	X	X	X							
Renew the Transportation Benefit District	MT-ST	1	CMO	PW, FIN, COMM	Move to the Short Term in 2017, Evaluate TBD Performance, Organize Renewal Communication and Work Plan	Successful Renewal	Planning	X	X	X	X	X	X	X	X											
Coordinate with Human Services Providers to Address Drug, Mental Health, and Homelessness Issues	MT	2	CLERK	POL, CMO, CA, FIN	Additional Research and Outreach to Providers, Consider updates to the Human Services Policy for Funding, Maintain School Resource Officer Program and Human Services Grants, Research & Provide Recommendations to Council	Provide Analysis and Recommendations to Council	Planning											X	X							
Explore Affordable Housing Solutions	MT	4	DCD	CMO, CA	Analyze Need and Strategies, Report to Council	Analysis and Recommendations Provided to Council	Planning											X	X							

Year & Quarter

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								17				18				19	20	21	22	23	24	25	26		
								Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4										
Integrate Private Streets Into City Plan	MT	5	PW	CA, DCD	Study Situation, Consider Policy Changes, Consider Long Term Issues, Make Recommendations to Council	Analysis and Recommendations Provided to Council	Planning																		
Explore Local Improvement Districts	MT	6	FIN	PW, CMO, CA	Consider Application in Sequim and Implementation Strategy, Report to Council	Analysis and Recommendations Provided to Council	Planning																		
Further Parks Development as Outlined in the Parks Master Plan	MT	7	CMO	DCD, PW, FIN	Continue Steady Implementation of Plan	Demonstrated Progress in Plan Implementation	In Progress	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Update the Sequim Municipal Code	MT	8	CA	ALL	Develop Work Plan for Complete Code Review and Present to Council	Completion of Work Plan	Planning													X	X	X	X	X	
Increase Code Enforcement	MT	9	POL	CMO, DCD, CA	Increase Effectiveness Through New Tools and Strategies, Possible Additional Staffing, Have a Health & Safety Focus	Demonstrated Improved Efficiency and Effectiveness of Code Enforcement Services	Planning														X	X			
Develop Long Term Water Sources	LT	1	PW	CA, DCD	Discuss with Council, Study and Pursue Additional Water Rights, Deep Well Installation, Grant Research and Writing, Stormwater Maintenance and Projects Identified in Master Plan funded by grants, Increasing Infiltration Capacity, Eliminating Toxi Runoff, Protecting Surface Infrastructure	New Water Rights Secured and Water Available	In Progress	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Consider Solar Energy to Make Reuse Water Potable	LT	2	PW	DCD, FIN, CA	Study Viability, Report to Council	Evaluation Complete and Presented to Council	Planning																		X
Identify and Implement Ways to Reduce Solid Waste	LT	3	PW	CMO	Present Solid Waste Collection Options to Council, Evaluate Changes	Solid Waste Stream Reduced	Planning																		X
Continued Emphasis on Emergency Preparedness	LT	4	POL	ALL	Consider Additional Measures, Continue to Maintain Readiness	Emergency Performance, Training Levels of Staff, Plans Current, Ongoing Public Education	Planning																		X
Increase Higher Education Opportunities in Sequim	LT	5	CMO	DCD, PW, COMM	Work with Providers to Increase Opportunities Available	Expanded Higher Education Offerings	Planning																		X
Creation of a Metropolitan Parks District	LT	6	CMO	CA, FIN, PW	Work with Parks and Recreation Partners to Implement a Metropolitan Parks District for the Sequim Area	Creation of the District	Planning																		X
Realize an Emergency Medical Facility	LT	7	CMO	DCD	Work with OMC and Other Providers to Realize an Emergency Medical Facility in Sequim	Construction of an Emergency Medical Facility	Planning																		X

Recommendations:

- Combine Orange Items
- Combine Red Items
- Combine Yellow Items
- Delete Blue Items
- Move Up TBD Goal

Other Discussions:

- Consider Solar Goal
- Homelessness Direction
- Consider Technology Goal