



MINUTES
March 5, 2012, 6:30PM
CITY COUNCIL CHAMBERS, CITY HALL
29592 ELLENSBURG AVE
GOLD BEACH OR 97444

Call to order: **Time: 6:32PM**

1. **The pledge of allegiance**
2. **Roll Call:**

	Present	Absent
Mayor James Wernicke	X	
Council Position #1 Jeff Crook	X	
Council Position #2 Larry Brennan	X	
Council Position #3 Brice Gregory	X	
Council Position #4 Doug Brand	X	
Council Position #5 Tamie Kaufman	X	
City Administrator Jodi Fritts	X	
Student Liaison Lyndsey Dixon		X

3. **Special Orders of Business:**
 None scheduled

There were no special orders of business scheduled.

4. **Consent Calendar**
 None scheduled

There were no consent calendar items scheduled.

5. **Citizens Comments**
 As presented to the Mayor at the beginning of the meeting

No one presented citizens comments to the Mayor.

6. **Public Hearing**
 Annual Review of the adopted City Business Plan
 Resolution R1011-04

Mr. Mayor opened the public hearing and began discussion of the review of the Business Plan. Mr. Mayor asked where the council would like to begin. City Administrator Fritts asked how the council and Mayor wished to go through the items. It was decided the Goals would remain unchanged and the Priority/Action items would be reviewed/updated/revised.

Goal 1: Achieve Fiscal Sustainability

Priority/Action (P/A) item #3: Maximize long-term debt repayments. CA Fritts explained that the only debt the City currently had was related to the Wastewater Treatment Plant. All other debt: Water infrastructure and the Visitor Center have been paid in full. The target date was changed from June 2011 to Ongoing. General discussion about debt, interest rates and repayment.

P/A item #2 Establish fiscal and budget policies for the City: Fritts said she thought that budget policies had been adopted but not fiscal policies. She thought former CA Barnes was in the process of doing that when she left. Councilor Kaufman asked what a realistic target date would be for the fiscal policies. Fritts said before next budget year. Target date revised from September 2010 to March 2013.

P/A item #4 Improve and simplify financial reporting and monitoring: Councilors Kaufman, Brand and Crook felt this has been completed with the conversion to the new accounting software. Brand suggested that no items be removed from the list but left there and shown as COMPLETED that way it would be a historical document as well as a current one. Everyone agreed.

P/A item #5 Develop five-year revenue/expenditure forecast: It was decided that a three year budget cycle would be more realistic especially with the poor economy. Revenue streams would be hard to project for five years. Discussion about economy, the County fiscal situation, and State revenues. Completion date was revised from December 2010 to March 2013.

P/A item #6 Annually review System Development Charges and update as needed: Kaufman felt annually was a little too much. Fritts agreed but said the last time SDC's had been reviewed was in 2004 so it was needed at this point. Kaufman thought bi-annual (every other year) was more realistic. Fritts said it was not necessary to do a new SDC study each time, but that we follow the engineer's recommendation to put an inflation factor in place. Fritts said that recommendation was never implemented and that may be all we need to do.

Councilor Brennan asked if this was the rate study done last year. Fritts said that was a sewer rate study. Fritts said that we should be looking to do a water rate study soon now that we have better software that can track usage. She said she had already contacted RCAC (group that did the sewer rate study) and they are interested in helping us again. Brennan asked who would do the SDC study—Fritts said it would be Dyer (our engineers).
Discussion about SDC study.

P/A item #7 Review and update all fees annually: Fritts said City fees had not been reviewed since 2008. Fritts explained that "fees" were things like business licenses, planning fees, sign permits, etc. Kaufman asked if the water deposit for non-sewer customers could be reviewed at this time. Fritts explained what Kaufman had asked—the current water deposit is \$200; this is to cover the cost if someone skips out on their bill. For people that just have

one city service (water or sewer) this deposit is pretty high—water is only about \$25 per month. A \$100 deposit for water only service would be more fair.

P/A item #8 Aggressively pursue grant funding: no changes to this item. Kaufman asked if there was anyone on staff that could do grants. Fritts said Candy Cronberger (Admin Assistant) was actually at a 2-day grant writing workshop right now. Candy will be the City grant person.

P/A item #9 Undertake comprehensive compensation and classification review and update City salary schedule: Kaufman said this was completed. Fritts said yes, it was, but she would like to leave it as Ongoing because it should be looked at regularly. Discussion. Decided to mark as completed but the Target would say Revisit in 3 years. It was completed for budget FY11-12 so should be looked at again for budget FY 14-15.

P/A item #10 Seek alternative energy solutions for City operations: Change the Target from July 2010 to Ongoing. Discussion on possible energy generation from wastewater treatment plant. Councilor Brand said he had spoken with Will Newdall (PW Superintendent) and Will said we did generate enough waste to turn into energy. Brief discussion about energy alternatives.

Goal 2: Enhance Quality of Life in Gold Beach

P/A item #1 Pursue formation of a parks and recreation district: Kaufman asked Mr. Mayor what was going on with the P&R district. Mr. Mayor said there were still 3 members of the committee but with the local economy as bad as it is this has been put on the back burner. We have not given up on the idea. Will revisit when economy improves. Target date changed from May 2010-May 2011 to Ongoing.

P/A item #2 Pursue development of a community garden: Fritts thought this had fallen by the wayside. Councilor Crook said there is a community garden by the Presbyterian Church. Target date changed from May 2010-May 2011 to Ongoing. Kaufman asked about the garden area at Buffington Park. Fritts said if anyone wanted to use that area it was fine with the City. Maybe put something in the paper.

P/A item #3 Develop community vision and mission statement: This task has been completed but should be revisited. Fritts said mission statement is now on the letterhead. Mr. Mayor asked if it was on the website. Review and revisit in 5 years: 2015.

P/A item #4 Pursue opportunities to enhance education outreach and workforce training programs for Gold Beach residents: Kaufman said the Southwestern Oregon Community College campus in Brookings is complete. Kaufman thought at one time Freeman Marine was interested in helping with workforce training. She wasn't sure if that was still the case. Councilor Brennan suggested changing the action item to "vocational workforce/vocational training..."

P/A item #5 Provide community events and activity schedule: We have this on our Visitor Center website and on our regular website. Target changed from July 2010 to just Ongoing.

P/A item #6 Update and maintain park facilities: Discussion about Buffington Park. Fritts said a new park maintenance contractor (Budget Tree Service) has been hired for Buffington. She said we should see a real improvement there in the next few months. Kaufman asked if we had found a wood chip supplier. Fritts said yes, the only reason they haven't arrived is the weather. They should be arriving in the next month or so.

Goal 3: Improve Internal Systems

P/A item #1 Conduct quarterly workshops to review progress on goals: It was decided a schedule needed to be put here so that it would be easier to follow. Discussion on how to schedule. Decided that it should be made part of regularly scheduled council meetings. Kaufman said what about reviewing quarterly and take a section or two at a time. Schedule was made: January Meeting: Goals 1 & 2, April Meeting: Goals 3 & 4, July Meeting: Goals 5 & 6, September Meeting: Goals 7 & 8. Target changed from November 2010 to Ongoing or As Needed.

P/A item #2 Review and update administrative policies and procedures: This task has been completed. Fritts said a schedule should be set to review. It was decided to review it at the same time as the Salary Study—every third year.

P/A item #3 Review and update personnel policies and procedures: This task has been completed. Review these at the same time as admin policies and procedures—every third year.

P/A item #4 Complete public works standards and specifications for new plant: This task has been completed. Councilor Brand said that we should leave this as Ongoing—the sewer plant was taken care of but we will be addressing the water plant soon.

P/A item #5 Regularly review and update organizational chart: Ongoing and specifically published during the annual budget hearing.

P/A item #6 Review and update Municipal Code: This has been completed. Fritts said we had discussed something recently though. It was the enforcement section. Parking enforcement was discussed also. Target changed from May 2011 to Ongoing.

P/A item #7 Integrate infrastructure data into GIS: Change Target from June 2011 to Ongoing. The engineer has been work with county GIS to integrate the Public Works layers into GIS.

P/A item #8 Computerize, catalog and back-up City records: Not completed but the process has begun. Fritts said more information is being posted to the website. Councilor Gregory asked if the City Code was online. Fritts said no, but that it would easy to scan and do that

now. Brief discussion about responsible party. Discussion about backup of electronic data. Target revised from June 2011 to December 2012 and then Ongoing.

P/A item #9 Improve internal control policies and procedures: Target revised from October 2010 to December 2012 and then Ongoing. Fritts said procedures have been improved but there are not formal written policies. She said she would like to have a formal policy.

P/A item #10 Provide efficient, timely and thorough audits: New auditors have improved everything. The draft audit just arrived today. Target date revised from August 2010 to Ongoing.

Goal 4: A Safe Community

P/A item #1 Provide minimum 24/7 coverage: Fritts said she had just talked with Police Chief Andrews today and he said that 24/7 is unrealistic for our small town. Just not enough bodies. He said that 20/7 coverage is realistic because we have two, 10 hour shifts. Brief discussion about coverage hours. This P/A item revised to: Provide minimum 20/7 police coverage. Councilor Gregory said he really liked Chief Dixon. Kaufman agreed. Target revised from July 2013 to Ongoing.

P/A item #2 Provide for a community shelter as part of a multi-use community center: Fritts said the Target is July 2015 and we should still be shooting for that. Discussion about where the shelter could be located. East side of Buffington Park property that is currently undeveloped. Mr. Mayor said the facility could be a recreation building and then a shelter as needed. Discussion about how all large facilities are located within tsunami zone. No facility out currently. Kaufman asked if we could do preliminary work—geology, site work, etc. now? Discussion about park property, geology, development, etc.

P/A item #3 Acquire and install emergency plans and procedures: Fritts said she needed to check with Will Newdall about installation of generators.

P/A item #4: Develop/update emergency plans and procedures: This has been completed. Target revised from May 2010 to Ongoing

P/A item #5 Update and adopt hazard mitigation plan: This has been completed. Target revised from July 2010 to Ongoing

P/A item #6 Pursue streets/highway safety project funding: Target changed from July 2010 to Ongoing. We are looking for this at all times.

P/A item #7 Pursue funding for bicycle/pedestrian improvements: Target changed from July 2010 to Ongoing. We are working on this at all times.

Goal 5: Complete Capital Projects and Identify Future Capital Needs

P/A item #1 Compete new sewer plant: Construction underway. Target revised from March 2013 to July 2013.

P/A item #2 Evaluate and identify water projects: Completed. Engineers also working on Water Master plan to be completed this fall.

P/A item #3 Complete funding and construction of 3rd Street sidewalks: Change Target from November 2010 to Ongoing. Fritts said that we did not get grant funding but we have City money that we are slowly working on phases of the projects. Working on street lighting from narrows to library. Will continue to pursue grant funding.

P/A item #4 Evaluate possibility of relocating city facilities: Target changed from July 2011 to Ongoing. Discussed this as part of community shelter discussion.

P/A item #5 Complete pavement management analysis: Fritts was not sure on this item but would check with Will Newdall.

P/A item #6 Improve project readiness to take advantage of federal/state funding opportunities: This is Ongoing and worked on consistently.

Goal 6: Influence Economic Growth

P/A item #1 Study annexation pros and cons: Talking done but no studying so far. Fritts said with the County financial situation this is a topic that should be addressed. Mr. Mayor suggested a workshop to discuss boundaries, interest in annexation, information dissemination. Target revised from January 2011 to Summer 2012. Set up workshops after we gather some up front information: maps, tax rates, districts. Brief discussion of process, fire district rates, water rates, taxation, County financial situation, UGB boundary.

P/A item #2 Pursue development of an urban renewal district: Target revised from September 2010 to Completed. Agency has been formed. Pursuing a feasibility study now.

P/A item #3 Participate in regional economic development activities; develop strategic partners. This item is Ongoing.

P/A item #4 Develop and regularly review/update infrastructure master plans and development standards: Target revised from July 2011 to Ongoing.

P/A item #5 Develop plan for addressing downtown parking needs: Target revised from May 2011 to Ongoing. Councilor Gregory said we did need to address this for business such as Playa Del Sol—there is no parking and there are a lot of businesses in that area. Fritts said maybe this issue should be referred to the Planning Commission. Brief discussion about the vacant lot next to Rush Building. It was decided to refer to Planning Commission.

Goal 7: Effective Intergovernmental Relations

P/A item #1 Participate in intergovernmental agencies and initiatives that further the City's goals: Fritts said we do this regularly. Mr. Mayor said we had just hosted the LOC Region 4 meeting. Target Ongoing.

P/A item #2 Develop strategic partners, public and private: Because of the economy we have really been working at reaching out to partners. Councilor Kaufman asked if Mr. Mayor and Fritts could reach out to the new owners of Freeman Marine. Mr. Mayor said he would. Target Ongoing.

P/A item #3 Improve relations with the Fair Board, County, Port District and participate in joint activities with Port Orford and Brookings: Fritts said we definitely do this. Target Ongoing. Mr. Mayor commented that in the past few years relations have dramatically improved with these partners.

Goal 8: Update City Planning

P/A item #1 Update the current sign code and incorporate it into the zoning ordinance: Target revised from May 2011 to December 2012. Fritts said the planning commission has really been working on this. We have a draft code the attorney provided to us that we have been using as a model.

P/A item #2 Develop general zoning standards for "hot button" topics...: These were topics that some of the PC members wanted to address as a "pet project". Target was March 2012.

P/A item #3 Investigate the ODOT Safe Routes to School Program for possible grant opportunities for the library sidewalk and other pedestrian/bike path projects: Fritts said we did apply for the SRTS grant but we were turned down. Fritts thought maybe the title should be changed to just "possible grant opportunities..." and remove the SRTS. Discussion on 3rd Street, Library, and other sidewalk options through grants. Target changed from November 2010 to Ongoing.

P/A item #4 Update land division code: Fritts felt this would not be able to be addressed this year due to the sign code and "hot button topics". Kaufman asked if 2013 would be better? Target revised from June 2012 to June 2013.

P/A item #5 Formulate site review/site design standards for building permit and land use applications. This would include landscaping requirements: Fritts said this was a PC member "pet project" and was not necessarily a priority for staff. Councilor Brennan said he did not like the "requirements" word. Fritts said this issue had been brought up over the years with not much success—land use is already restrictive and "requirements" make people upset. Kaufman said "Beauty is in the eye of the beholder" and that is an issue. Councilor Brand said the "landscape requirements" should be changed to say "open space options". Open space, rather than landscaping is more of an issue. Target revised from July 2011 to June 2013.

P/A item #6 Triage the current Comprehensive Plan and begin the process of updating the chapters (current comp plan circa 1984): Fritts said she would like to pursue a RARE volunteer to do this. It needs a committed body to complete this. She said she may be able to get some grant funding from DLCD. Target revised from January 2011 to December 2012.

MOTION: Councilor Larry Brennan made a motion to close the public hearing. Councilor Doug Brand seconded the motion.

Mayor Wernicke called for discussion or debate, hearing none, he called for the vote.

Record of Vote	Ayes	Nayes	Abstain
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	X		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	X		
MOTION CARRIES UNANIMOUSLY			

The public hearing was closed at 8:33PM.

- 7. Citizen Requested Agenda Items**
None submitted

There were no citizen requested agenda items.

- 8. Public Contracts and Purchasing**
None

There were no public contracts and purchasing items.

- 9. Ordinances & Resolutions**
None scheduled

There were no ordinances & resolutions.

- 10. Miscellaneous Items (including policy discussions and determinations)**
None scheduled

There were no miscellaneous items.

- 11. City Administrator's Report**
To be presented at meeting
- 12. Mayor and Council Member Comments**
- a. Mayor James Wernicke

- b. Councilors
 - 1) Jeff Crook
 - 2) Larry Brennan
 - 3) Brice Gregory
 - 4) Doug Brand
 - 5) Tamie Kaufman
- c. Student Liaison, Lyndsey Dixon

Will be reserved for March 12, 2012 regular meeting.

13. Citizens Comments

As presented to the Mayor at the beginning of the meeting

There were no citizen comments.

14. Executive Session

None scheduled

No executive session was held.

The next regularly scheduled meeting of the Gold Beach City Council will be Monday, March 12, 2012 at 6:30PM in the Council Chambers of City Hall, 29592 Ellensburg Avenue, Gold Beach, Oregon

MOTION: Councilor Doug Brand made a motion to adjourn. Councilor Larry Brennan seconded the motion.

Mayor Wernicke called for discussion or debate, hearing none, he called for the vote.

Record of Vote	Ayes	Nayes	Abstain
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	X		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	X		
MOTION CARRIES UNANIMOUSLY			

15. Adjourn Time: 8:34PM

Approved by the Council, May 14, 2012


 Candy Cronberger, City Recorder

The City of Gold Beach is dedicated to enhancing quality of life, while promoting health, safety, and welfare of our citizens, businesses, and visitors in the most fiscally responsible manner. In doing this, the City will respect the past, respond to current concerns, and plan for the future, while maintaining environmental sensitivity in our beach oriented community

March 5 workshop changes
left stay

City of Gold Beach FY 2010-2011 Business Plan
Revised 6/22/2010

Goals & Objectives	Priority/Action Items	Resp Party	Target
GOAL 1: Achieve Fiscal Sustainability <ul style="list-style-type: none"> Sufficient revenue to sustain City services at appropriate levels Provide competitive employee compensation. Balanced revenue system that recognizes demands on City services by residents, businesses and visitors. Stable, effective and accountable management. Include sustainability considerations in purchasing decisions. Encourage new private investment in the City. Expedite implementation of approved development plans. 	1	Maintain yearly contingency of at least 5% and an unappropriated ending fund balance of a minimum of 15% in the General Fund operating budget.	CA/ASD Ongoing
	2	Establish fiscal and budget policies for the City. <i>check</i>	CA/CC 09/2010
	3	Maximize long-term debt repayments.	CA/ASD 06/2011 ongoing
	4	Improve and simplify financial reporting and monitoring.	CA/ASD 09/2010
	5	Develop five-year revenue/expenditure forecast.	CA/ASD 12/2010 3/2013
	6	Annually review System Development Charges and update as needed. <i>bi-annually</i>	CA/ASD April annually
	7	Review and update all fees annually.	CA April annually
	8	Aggressively pursue grant funding.	CA Ongoing
	9	Undertake comprehensive compensation and classification review and update City salary schedule. <i>complete but revisit</i>	CA 11/2010 revisit 3 years
	10	Seek alternative energy solutions for City operations.	PWS 07/2010 then ongoing
GOAL 2: Enhance Quality of Life in Gold Beach <ul style="list-style-type: none"> Enhance opportunities for social interaction among citizens of the community. Encourage the development of recreational activities and community events that benefit all ages. Promote and assist in developing educational opportunities. 	1	Pursue formation of a parks and recreation district.	CC revisit 05/2010-05/2011
	2	Pursue development of a community garden.	CA/CC 05/2010-05/2011 ongoing
	3	Develop community vision and mission statement. 2015	CC reviews 5 years 08/1/2010 completed
	4	Pursue opportunities to enhance education outreach and workforce training programs for Gold Beach residents. <i>VDC, etc.</i>	CA Ongoing
	5	Provide community events and activity schedule	VCD/CA 07/2010 then ongoing
	6	Update and maintain park facilities	PWS Ongoing

03/12/13
06/2011 ongoing
09/2010
12/2010 3/2013

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 CC = City Council
 CA = City Administrator
 PWS = Public Works Superintendent
 F = Fire Chief
 ASD = Administrative Services Director
 PC = Police Chief
 VCD = Visitor Center Executive Director
 E = Emergency Services Director

City of Gold Beach FY 2010-2011 Business Plan

Revised 6/22/2010

quarterly

Goals & Objectives	Priority/Action Items	Resp Party	Target
GOAL 3: Improve Internal Systems Positive workplace environment and employee morale. Assure internal consistency and efficiency. <i>every service level</i> Excellent customer service. <i>upset with CBX and salary and studie</i>	<i>put a schedule in here</i> 1 Conduct quarterly workshops to review progress on goals. 2 Review and update administrative policies and procedures. 3 Review and update personnel policies and procedures. 4 Complete public works standards and specifications for new plant. 5 Regularly review and update organizational chart. 6 Review and update Municipal Code. <i>parking - needs - enforcement</i> 7 Integrate infrastructure data into GIS  8 Computerize, catalog and back-up City records. 9 Improve internal control policies and procedures 10 Provide for efficient, timely and <i>SP</i> through audits	CA/CC CA/CC CA/CC PWS CA CC PWS/FC/PC/ESD ASD CA/ASD ASD	11/2010 then ongoing <i>completed</i> 09/2010 <i>completed</i> 07/2010 <i>completed</i> 09/2010 <i>ongoing</i> Ongoing 05-2011 then ongoing 06/2011 <i>ongoing</i> 06/2011 - 12/2012 <i>ongoing</i> 10/2010 then ongoing 12/12 08/2010 then ongoing
GOAL 4: A Safe Community Adequately staffed, equipped and housed police and fire departments. Maintain streets in a safe/serviceable condition. Provide clean drinking water and compliant wastewater treatment. Improve personal/family preparedness.	<i>20/1</i> 1 Provide minimum 24/7 police coverage 2 Provide for a community shelter as part of a multi-use community center 3 Acquire and install emergency power generators. <i>at City Center (PWS)</i> 4 Develop/update emergency plans & procedures 5 Update and adopt hazard mitigation plan. 6 Pursue streets/highway safety project funding. 7 Pursue funding for bicycle/pedestrian improvements.	PC ESD PWS/ESD ESD/CA ESD/CA/ CC CA/PWS CA/PWS	07/2013 <i>ongoing</i> 07/2015 * 05/2011 * 05/2010 then ongoing 09/2010 then <i>ongoing</i> 07/2010 then <i>ongoing</i> 07/2010 then ongoing 07/2010 then ongoing

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City Recorder

City of Gold Beach FY 2010-2011 Business Plan

Revised 6/22/2010

Goals & Objectives	Priority/Action Items	Resp Party	Target
GOAL 5: Complete Capital Projects and Identify Future Capital Needs Complete approved capital projects in a timely and cost efficient manner. Provide infrastructure to support economic growth.	1 Complete new sewer plant	PWS/CA	7/2013
	2 Evaluate and identify water projects.	PWS	07/2011 Completed
	3 Complete funding and construction of 3 rd street sidewalks	CA/PWS	11/2010 Ongoing
	4 Evaluate possibility of relocating city facilities	CA/CC	07/2011 Ongoing
	5 Complete pavement management analysis.	PWS	07/2011
	6 Improve project readiness to take advantage of federal/state funding opportunities	CA/PWS	Ongoing
GOAL 6: Influence Economic Growth Establish development policies and public improvements/standards that recognize economic trends. Secure needed resources. Establish policy that City is pro-growth.	1 Study annexation pros and cons <i>workshop</i>	CC	01/2011
	2 Pursue development of an urban renewal district.	CC	09/2010 Completed
	3 Participate in regional economic development activities; develop strategic partners.	CA	Ongoing
	4 Develop and regularly review/update infrastructure master plans and development standards.	PWS/CA	07/2011 Ongoing
	5 Develop plan for addressing downtown parking needs.	CA Planning Commission	05/2011 Ongoing
GOAL 7: Effective Intergovernmental Relations Influence regional, state, national policy on issues important to achieving City goals. Secure grant funding. Efficient use of City resources. Orderly urban growth. Achieve City goals through strategic partnerships.	1 Participate in intergovernmental agencies and initiatives that further the City's goals.	CA/CC	Ongoing
	2 Develop strategic partners, public and private.	CA/CC	Ongoing
	3 Improve relations with the Fair Board, County and Port District and participate in joint activities with Port Orford and Brookings	CA/CC	Ongoing

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City of Gold Beach FY 2010-2011 Business Plan

Revised 6/22/2010

Goals & Objectives		Priority/Action Items	Resp Party	Target
GOAL 8: Update City Planning Become more proactive in planning activities	1	Update the current city sign code and incorporate it into the zoning ordinance	ASD/CC	05/2011 12/12
	2	Develop general zoning standards for "hot button" topics such as: <ul style="list-style-type: none"> • Homeless shelters • Wind turbines • No pornography near schools • Credit for on-street parking and parking in general • Viewscape/viewshed protection standards • Height limits – generally • Maximum/minimum setbacks in commercial and high density residential zones • Affordable housing 	ASD/CC	03/2012
	3	Investigate the <u>ODOT Safe Routes to School program</u> for possible grant opportunities for the library sidewalk and other pedestrian/bike path projects.	CA	01/2010 01/2010
	4	Update the land division code	ASD/CC	06/2012 06/2013
	5	Formulate site review/site design standards for building permit and land use applications. This would include landscaping requirements. <u>Open space options</u>	ASD/CC	07/2011 6/2013
	6	Triage the current Comprehensive Plan and begin the process of updating the chapters (current comp plan circa 1984).	ASD/CC	01/2011 6/12/12

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