



**CITY OF COVINGTON
SPECIAL MEETING AGENDA
CITY COUNCIL STUDY SESSION**

**Council Chambers – 16720 SE 271st Street, Suite 100, Covington
www.covingtonwa.gov**

Tuesday, November 22, 2016 – 6:00 p.m.

GENERAL INFORMATION:

The study session is an informal meeting involving discussion between and among the City Council, Commissioners, and city staff regarding policy issues. Study sessions may involve presentations, feedback, brainstorming, etc., regarding further work to be done by the staff on key policy matters.

CALL CITY COUNCIL STUDY SESSION TO ORDER

ROLL CALL

APPROVAL OF AGENDA

ITEM(S) FOR DISCUSSION

1. Community-wide Strategic Plan

PUBLIC COMMENT Speakers will state their name, address, and organization. Comments are directed to the City Council, not the audience or staff. Comments are not intended for conversation or debate and are limited to no more than four minutes per speaker. Speakers may request additional time on a future agenda as time allows. *

ADJOURN

Americans with Disabilities Act – reasonable accommodations provided upon request a minimum of 24 hours in advance (253-480-2400).

****Note* A Regular Council meeting will follow at approximately 7:00 p.m.***

STRATEGIC PLAN

STUDY SESSION

At our budget workshop on October 29, 2016 we spent time reviewing the progress of our strategic plan and developing action items. Today, we will begin the work of turning those action items into measurable, timed and assigned items that will be carried out in the future, per council priority. In the box below are a couple of examples of what these action items should entail.

ECONOMIC DEVELOPMENT

Goal Statement: Encourage and support a business community that is committed to Covington for the long-term and offers diverse products and services, family wage jobs, and a healthy tax base to support public services.

Objectives:

- Promote and assist local business retention and expansion.
- Grow Covington as a destination city.

Actions: *(examples)*

1. Establish a development plan and execute two MOU between the city and a developer and between the city and a higher education institution. This should be completed in 2017 and the City Manager's office will take the lead.
2. Convene a meeting with our Town Center partners during the first quarter of 2017 to develop and reach agreement on a set of shared interests and goals and to review and pursue the recommendations contained in the Higher Education Needs Assessment. The City Manager's Office will take the lead in scheduling the meeting.

Each of these items clearly states what the action is, gives a time frame for its completion, and assigns the task to person or department.

GOAL:

Assign clear measurable actions to the council delineated items. How many we do is not as important as how clear we are on the action item and how we are going to measure it.

CITY OF COVINGTON CITY COUNCIL

City Council Budget Workshop

Saturday, 29 October 2016 City Hall Council Chambers

DRAFT SUMMARY

OF THE COUNCIL'S DISCUSSION ABOUT THE COMMUNITY-WIDE STRATEGIC PLAN

Attending: Mayor Jeff Wagner, Mayor Pro Tem Sean Smith, Councilmembers Joe Cimaomo, Margaret Harto, Fran Hollums, and Mark Lanza; City Manager Regan Bolli; Leadership Team members Noreen Beaufriere, Richard Hart, Rob Hendrickson, Andy McCurdy, Ethan Newton, Sharon Scott, Karla Slate, Sara Springer, and Don Vondran; Senior Planner Salina Lyons; and Facilitator Jim Reid

At the beginning of the City Council's budget workshop, the Council reviewed the draft community-wide strategic plan. More specifically, Council members offered ideas for actions needed to advance each of the six Council goals and the objectives listed under each goal.

Listed below are the six goals and the objectives that are intended to advance them. Identified below the objectives are the brainstormed action items. Because of the limited time, no effort was made to try to reach consensus among the Council on the actions. Once the actions have been refined and made more specific and measurable, the Council will again review them to agree on the most urgent and important actions to take in 2017 and '18. These actions could then be reflected in the City's budget and department workplans.

GOALS, OBJECTIVES, AND INITIAL ACTIONS

Council Goal: ECONOMIC DEVELOPMENT

Goal Statement: Encourage and support a business community that is committed to Covington for the long-term and offers diverse products and services, family wage jobs, and a healthy tax base to support public services.

Objectives:

- Promote and assist local business retention and expansion.
- Grow Covington as a destination city.

Actions Brainstormed by the Council:

1. Continue to partner on the development of Town Center with key stakeholders who can help the City achieve its vision for downtown, including providing the vital presence of employees and shoppers during daytime. Institutions of higher education, such as Green River College and Renton Technical College, may be key partners.
2. Continue to work with those partners to complete the Higher Education Needs Assessment. Bring everyone together so that we are all on the “same page.”
3. Further develop Northern Gateway/Oak Pointe/Lakepointe to provide a variety of housing options and jobs. Ensure that these neighborhoods are well served by regional transit connections.
4. Move forward to explore and establish a Hospital Benefit District.
5. Brand the City as a “Gateway to the Cascades.” Attract outdoor recreation retailers, such as REI, and other businesses that will serve people who are coming to or from the recreational opportunities in the Cascade Mountains.
6. Related to #4, work to attract the presence of federal agencies, such as the National Parks Service and/or US Forest Service, to enhance Covington’s reputation as the “Gateway to the Cascades.” Explore the possibility of building a federal visitors center in Covington.
7. Create more family wage jobs in the community by working closely with the Chamber of Commerce and the Seattle-King County Economic Development Board.
8. Learn what other cities have done or are doing to diversify their job markets, particularly in the arena of light industry.
9. Work with King County on the Urban Growth Area and the potential to “round out” the City’s boundaries through annexations. Designate potential annexation areas for light industry and high tech jobs.
10. To ensure that the City provides sufficient police protection for commercial areas and thus helps spur economic growth, lobby the State Legislature to allow impact fees to be assessed to fund police services. (Such an amendment to the Growth Management Act was provided for fire services, which may now be funded by impact fees.)

Council Goal: THE TOWN CENTER

Goal Statement: Establish Downtown Covington as a vibrant residential, commercial, educational, social, and cultural gathering place that is safe, pedestrian-friendly, well-designed, and well-maintained.

Objectives:

- Make town center the social and cultural focal point of the city.
- Develop a strong mixed use and pedestrian friendly town center.
- Foster Town Center development and branding.

Actions Brainstormed by the Council:

1. First, work with the business community to attract a theatre to town center (a multiplex movie theatre). Second, work with high educational institutions such as Green River College to host lectures in the theatre when movies are not being shown.
2. Work with institutions of higher education to attract a nursing school to Town Center as part of the City's effort to bring health care providers to Covington.
3. Partner with the Arts Commission to place a dramatic piece of public art outdoors in Town Center. The artwork could become a focal point for a promenade that winds through downtown.
4. If the City were successful in working with federal agencies to bring a visitors' center to Covington, consider locating it in Town Center.
5. When it comes time to design the new Covington City Hall in Town Center, consider incorporating into the design a big "front lawn" that could hold the dramatic piece of public art and community events and celebrations. The City could also plant a large evergreen tree that could become the annual community Christmas Tree.
6. Continue to work with those partners to complete the Higher Education Needs Assessment. Bring everyone together so that we are all on the "same page."

Council Goal: COMMUNITY

Goal Statement: Provide city services, programs, and facilities that emphasize and meet the needs of our Covington Community.

Objectives:

- Continue to develop and improve city services and programs that meet community needs.
- Provide facilities that enhance quality of life.

Actions Brainstormed by the Council:

1. Diversify funding sources for public safety.

2. Keep expanding and refreshing such events as Covington Community Days and the Sausage and Cider Fest to maintain the interest of those who already attend while attracting new people. Consider offering other events, such as a mid-winter festival in late February or early March, a “three on three” basketball tournament, and lectures or a speakers series at the Town Center theatre.

To enable this to happen, provide Karla’s programs with additional funding.

3. Work with Native American Tribes, such as the Muckleshoot Tribe, to coordinate or co-host events about their history and culture.

Council Goal: NEIGHBORHOODS

Goal Statement: Foster community cohesiveness, communications, and cooperation, and maintain neighborhoods that offer a variety of housing options that are diverse, safe, accessible, and well-designed.

Objectives:

- Diversify our housing market.
- Participate in and support neighborhood events.
- Foster safe and desirable neighborhoods.

Actions Brainstormed by the Council:

1. Host a public safety fair each Spring that is similar to the National Night Out in August.
2. Further develop Northern Gateway/Oak Pointe/Lakepointe to provide a variety of housing options and jobs. Ensure that these neighborhoods are well served by regional transit connections.
3. Support a position in the Police Department to allow the department to support public events and serve as a liaison between the City and Home Owners’ Associations (HOAs).
4. Continue to hold Council meetings outside City Hall, in places such as high schools, elementary schools, libraries, and fire halls.
5. Continue to pursue public safety grants. The development of Lakepointe may provide opportunities. Funding a full-time grant writer for the Police Department or the City may be a related need.
6. Place on the agendas of future meetings with neighboring cities, the Kent School Board, and state agencies the topic of emergency preparedness so that the issue becomes more of a priority and the various government entities and agencies in our area are better coordinated.

Council Goal: MUNICIPAL SERVICES

Goal Statement: Plan, develop, implement, and maintain high quality capital infrastructure and services that reflect the needs of a growing community.

Objectives:

- Ensure high quality capital infrastructure to match our growth.
- Provide sustainable municipal services that meet community needs.

Actions Brainstormed by the Council:

1. Widen 272nd and build a connector to alleviate traffic congestion.
2. Continue to meet with neighboring cities to ensure that on regional issues we speak with one voice and therefore enhance our influence.
3. Determine the fate of the Aquatics Center. Do we renovate it or build a new one?
4. Pursue building a new City Hall in Town Center and a Public Works facility.
5. Get the new Puget Sound Regional Fire Authority to be more identified with the City of Covington and the other cities it serves. As the Police Department, which is part of the King County Sherriff's Office, is identified publicly as the Covington Police Department, get local residents to think of the Fire Department as theirs.

Council Goal: CUSTOMER SERVICE

Goal Statement: Recruit, support, and retain a professional team of employees, volunteers, and stakeholders who offer outstanding customer service, ensure stewardship of the public's money, and promote the City.

Objectives:

- Maintain a positive and supportive people-focused organization.
- Recruit and retain the very best employees and volunteers.
- Provide outstanding customer service to the Covington community.

Actions Brainstormed by the Council:

1. Provide educational opportunities that enable the City's employees to professionally grow and develop.
2. Continue to ensure that all of us who work for and serve Covington have a healthy work/life balance.
3. At regularly scheduled intervals, survey the community to learn if our residents believe the City is providing quality customer service. While the survey may include questions specifically focused on a project, the broader purpose and most of the questions should gauge the level of satisfaction with the City as a service provider.

4. Continue to recruit outstanding volunteers.
5. For each project, define who the stakeholders are that the City should involve in planning and execution.
6. Continue to reach out to the diverse group of stakeholders in our region who may be interested in or affected by the City Council's decisions and the City's programs and projects. For example, the Muckleshoot Tribe owns property in town and might be amenable to working with the City on such matters as preserving to the Johnson Family property through which Soos Creek runs. The Muckleshoot Tribe may also be interested in partnering with the City of higher education issues, including attracting institutions of higher education to Covington.
7. Continue to work with agencies that provide translation services for our non-English speaking community members. We may want to discuss the services offered by the Kent School District at our next meeting with the District's Board. We may also want to take advantage of translation services offered by churches, the Language Lab, and some state agencies.



STRATEGIC PLAN

DEVELOPMENT DOCUMENT

VISION

Covington: Unmatched quality of life

MISSION

Covington is a destination community where neighbors, businesses and civic leaders collaborate to preserve and foster a strong sense of unity.

GOALS

ECONOMIC DEVELOPMENT

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Actions:

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- Convene a meeting with our Town Center partners during the first quarter of 2017 to develop and reach agreement on a set of shared interests and goals and to review and pursue the recommendations contained in the Higher Education Needs Assessment. The City Manager's Office will take the lead in scheduling the meeting.
- Task CEDC with the development a business outreach plan that assess current business attitudes regarding doing business in Covington and submit to City council by December 2017.
- Develop and carry out a community wide branding strategy. This should be completed by Karla in conjunction with CEDC and completed by the end of 2018.
- Submit to the City council a policy proposal that evaluates the zoning and best methods of developing the city's light manufacturing zone. This should be accomplished by the Public Works and Community Development departments and submitted to council in the fourth quarter of 2017.
- Work with King County and property owners on the urban growth area and the potential to "round out" the city's boundaries through annexation. This will be a multi-year (possibly ten years) process with a status report due to council in January of 2018. Community Development will take the lead on this.

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Actions:

- These are the projects that will achieve or advance the goal and objectives:
 - 2017-18:
 -
 -
 - 2019-20:
 -
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