

**Colville, Washington**  
**Special City Council Meeting Minutes**  
**Strategic Plan Work Session**  
**March 7, 2017**

**1:00 PM:** MEETING CALLED TO ORDER BY MAYOR LOUIS JANKE.

**ROLL CALL:** FOLL, LOGGERS, LAWSON, CONNER, PIFER, BIRCH AND KYLE.

**PRESENT:** COUNCILMEMBER NANCY FOLL, COUNCILMEMBER CHRIS LOGGERS, COUNCILMEMBER ANNE LAWSON, COUNCILMEMBER MALLORY CONNER, COUNCILMEMBER MIKE BIRCH, COUNCILMEMBER DOUG KYLE AND MAYOR JANKE.

**ABSENT:** COUNCILMEMBER BILL PIFER.

**STAFF PRESENT:** CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL, CHIEF OF POLICE BOB MESHISHNEK, FIRE CHIEF BRAD MANKE, CITY TREASURER VICKIE STRONG, CITY PLANNER RJ KEETCH, AIRPORT MANAGER DAVE GARRINGER, LIBRARY MANAGERS KRISTA OHRTMAN AND SARAH ENGLISH.

**OTHERS PRESENT:** BILL GRIMES AND RYAN HUGHES FROM STUDIO CASCADE, INC.

**SALUTE TO THE FLAG.**

**1:05 PM:** SETTING THE STAGE.

BILL GRIMES STATED THAT THEY WANT TO TAKE SOME TIME TO GET CENTERED ABOUT WHAT THE STRATEGIC PLAN PROJECT IS ALL ABOUT. HE STATED THAT THEY HAVE HAD ABOUT EIGHT MONTHS OF COMMUNITY FEEDBACK THROUGH INTERVIEWS, COMMUNITY WORKSHOPS AND AN ONLINE SURVEY. HE STATED THAT THEY ARE GOING TO TALK ABOUT THE VISION AND HOW IT TRANSLATES TO THE COMMUNITY AND PRIORITIES.

RYAN HUGHES STATED THAT THEY ARE HOPING TO SET THE PRIORITIES AT THIS SESSION AND DEFINE THE FINAL PRIORITIES AND GOALS.

RYAN HUGHES STATED THAT HE WILL GO INTO THE BACKGROUND AND PROCESS TO DATE. HE STATED WHAT THEY HAVE SEEN TO DATE IN THE STRATEGIC PRIORITIES FROM THE COMMUNITY ARE SAFETY, EMPLOYMENT OPPORTUNITIES/LIVING WAGES, EMERGENCY SERVICES, DOWNTOWN AND MAIN STREET, OUTDOOR RECREATION/CONSERVATION, SMALL TOWN FEEL AND SHOPPING/SERVICES. HE ALSO STATED THAT TOURISM, NEIGHBORHOOD FEEL, AND CITY PROGRAMS THAT PROVIDE RESOURCES SHOWED UP AT THE BOTTOM BUT ARE ALSO IMPORTANT. MAYOR JANKE STATED THAT THESE ARE JUST SUGGESTIONS AND ARE NOT NECESSARILY IN ORDER OF PRIORITY.

RYAN HUGHES STATED THAT THEY GOT HERE BY SEEING WHAT IS EXISTING ON THE BOOKS, COMPREHENSIVE PLAN AND THE COLVILLE 2000 PLAN. HE ALSO STATED THAT THEY LOOKED AT THE CITY COUNCIL GOALS. HE STATED THAT TOURISM, STRONGER FACILITIES, DEVELOPING THE SWIMMING POOL AS A REGIONAL ATTRACTION, AFFORDABILITY, OUTDOORS AND ECONOMIC DEVELOPMENT WERE SOME OF THE ITEMS THAT CAME UP. HE ALSO STATED THAT OTHER ITEMS THAT CAME UP WERE, MAIN STREET, DEMOGRAPHIC MAKE-UP, WORK FORCE NEEDS, SUPPORTING CURRENT AND FUTURE BUSINESS, FAMILY FRIENDLY ENVIRONMENT, SAFETY AND WELLNESS, AND GOVERNMENT.

RYAN HUGHES STATED THAT THE LARGEST GAP BETWEEN WHERE WE ARE NOW AND WHERE WE WANT TO BE IS IN THE DOWNTOWN AREA. HE ALSO STATED THAT WE ARE WANTING TO PROMOTE TOURISM IN THE AREA.

**1:35 PM:** ONLINE QUESTIONNAIRE "SURVEY MONKEY".

RYAN HUGHES STATED THAT THE ONLINE QUESTIONNAIRE IS JUST A SNAPSHOT IN TIME. HE STATED THAT IT IS WHAT THE PARTICIPANTS WERE FEELING AT THE TIME THEY WERE COMPLETING THE

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SURVEY. HE STATED THAT IT PROVIDED A GOOD INDICATION OF VALUES AND IF WE ARE ON TRACK WITH WHAT THE COMMUNITY WOULD LIKE TO SEE. HE STATED THAT THERE WERE 15 MULTIPLE CHOICE QUESTIONS, AND 466 RESPONSES, 260 WERE IN CITY LIMITS AND 206 WERE OUTSIDE OF CITY LIMITS. HE STATED THE DEMOGRAPHICS WERE 56% IN CITY LIMITS, 84% HAD NOT PARTICIPATED IN PRIOR STRATEGIC PLANNING SESSIONS, 50/50 FOR GENDER, 2-4 PEOPLE IN THE HOUSEHOLD AND OVER 50% INDICATED OVER AGE OF 55.

BILL GRIMES ASKED WHAT 5 CHARACTERISTICS OF COLVILLE SPEAK TO YOU. MAYOR JANKE STATED THE FEELING OF SECURITY/SAFETY, ACCESSIBILITY FOR BIKES/WHEELCHAIRS, DIVERSITY OF JOBS, QUALITY HEALTHCARE, RECREATION, PARTNERSHIP APPROACH, BRANDING AND QUALITY RENTAL HOUSING. COUNCILMEMBER LAWSON STATED THAT LOOK AND FEEL OF DOWNTOWN COLVILLE AS THE HEART OF OUR COMMUNITY IS IMPORTANT, COLVILLE IS A SAFE AND FAMILY FRIENDLY SMALL CITY, ACCESS TO NATURE AND OUTDOOR ACTIVITIES. COUNCILMEMBER LOGGERS STATED THAT GOOD QUALITY PUBLIC SERVICES AND A WIDE VARIETY OF ACTIVITIES FOR A WIDE VARIETY OF PEOPLE.

BILL GRIMES ASKED WHAT ITEMS WERE A SURPRISE FROM THE COMMUNITY RESPONSES. COUNCILMEMBER FOLL STATED THAT FOOD AVAILABLE IN THE COMMUNITY WAS RANKED LOW. SHE STATED THAT RETURNING TO PARALLEL PARKING IS WANTED. COUNCILMEMBER CONNER STATED THAT THERE IS A LACK OF OPTIONS AND HOURS OF OPERATION FOR THE BUSINESSES. MAYOR JANKE STATED THAT THE COMMUNITY WANTS THE MAIN STREET LIGHTS BACK UP, HOMELESSNESS AND ANIMAL WELFARE ARE NOT ITEMS THAT THE CITY TAKES THE LEAD ON. HE ALSO STATED THAT HE IS SURPRISED AT THE PARKING NEEDS. COUNCILMEMBER KYLE STATED THAT SAFETY WAS LISTED. FIRE CHIEF MANKE STATED THAT THE COMMUNITY IS IN SUPPORT OF THE FARMER'S MARKET BUT NOT THE LOCATION OF THE MARKET. FIRE CHIEF MANKE STATED THAT HE WAS SURPRISED ON HOW CITIZENS THINK THE CITY HAS CONTROL OVER ITEMS SUCH AS THE HEALTH CARE SYSTEM AND SCHOOL DISTRICT.

BILL GRIMES ASKED IF THE VISION NEEDS TO BE FINE TUNED OR REDONE. MAYOR JANKE STATED THAT THE STATEMENT THAT COLVILLE IS THE NORTHEAST FOREMOST CITY, THE WORD CENTER SHOULD BE TAKEN OUT AND REPLACED WITH HUB. HE ALSO STATED THAT THEY SHOULD TAKE OUT THE WORD METROPOLITAN. HE STATED THAT UNDER THE PEOPLE SECTION, THE WORD PARTNERSHIP SHOULD BE ADDED. HE ALSO STATED THAT UNDER THE PLACE, COLVILLE IS TURNING INTO A RETIREMENT COMMUNITY. COUNCILMEMBER BIRCH STATED THAT UNDER THE PEOPLE SECTION THE WORD WARM SHOULD BE REMOVED. LIBRARY MANAGER KRISTA OHRTMAN STATED THAT COLVILLE IS MORE OF AN AGING COMMUNITY INSTEAD OF A RETIREMENT COMMUNITY.

BILL GRIMES ASKED IF THE PROPOSED VISION STATEMENT HAS THE SCOPE OF WHAT WE WANT – DOES IT PAINT THE PICTURE FOR THE CITY OF COLVILLE THAT IS CONSISTENT WITH YOUR HOPES AND EXPECTATION FOR THE TOWN IN 15-20 YEARS. COUNCILMEMBER FOLL STATED SHE DOES NOT LIKE THE WORD FOREMOST. BILL STATED THAT THEY WILL TAKE THE VISION BACK AND MAKE SOME EDITS TO THE VISION STATEMENT.

THE MEETING BROKE INTO SMALL GROUPS TO COMPLETE THE EXERCISES.

**2:00 PM: EXERCISE 1: VISION, PRIORITIES REVIEW.**

BILL GRIMES STATED THAT THE GROUPS ARE TO REVIEW WHAT THEY HAVE HEARD FROM THE COMMUNITY, THE WORKING VISION AND 12 STRATEGIC PLANS. HE STATED THAT THE GROUPS ARE TO EVALUATE WHAT IS ON THE LIST, REVISE THEM IF NECESSARY, HOW THEY WILL BE IMPLEMENTED AND PUT THEM INTO PRIORITY ORDER.

**2:00 PM: EXERCISE 2: TIMING AND IMPORTANCE.**

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BILL GRIMES STATED THAT THE GROUPS ARE TO CONSIDER EACH OF THEIR ACTIONS IN TERMS OF WHEN IT NEEDS TO HAPPEN, IS IT URGENT OR CAN IT WAIT? HE ALSO STATED THEY ARE TO LIST THEM IN RELEVANCE OF IMPORTANCE.

**2:00 PM: EXERCISE 3: “BIG PICTURE” “STRATEGY”.**

BILL GRIMES STATED THAT THEY WERE OUT OF TIME AND WOULD NOT BE COMPLETING EXERCISE 3. HE STATED THAT THE GOAL IS TO DETERMINE HOW TO MANAGE OUR COSTS AND REVENUES.

MAYOR JANKE STATED THAT THEY WILL DO THIS AT A LATER TIME.

**3:45 PM: SUMMARY DISCUSSION/NEXT STEPS/MOVING FORWARD.**

BILL GRIMES STATED THAT THIS IS THE CHANCE TO TALK ABOUT ANY UNANSWERED QUESTIONS OR THINGS THAT DID NOT GET MENTIONED DURING THE DAY.

MAYOR JANKE STATED THAT IT WILL BE INTERESTING TO SEE THE RESULTS FROM TODAY’S WORKSHOP.

BILL GRIMES STATED THAT THEY WILL CONSOLIDATE ALL OF THE INPUT FROM TODAY AND WILL COME BACK WITH THEIR THOUGHTS ON HOW TO PROCEED OVER THE NEXT COUPLE OF YEARS. NEXT STEPS WILL BE THE DRAFT PLAN, STRATEGIC REVIEW AND ENDORSEMENT, AND THEN THE FINAL DRAFT.

AS THERE WAS NO FURTHER BUSINESS TO COME BEFORE THE COUNCIL, COUNCILMEMBER BIRCH MOVED AND COUNCILMEMBER LAWSON SECONDED THE MOTION TO ADJOURN THE MEETING.

MOTION PASSED.

**TIME OF ADJOURNMENT: 4:00 P.M.**

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MAYOR LOUIS F. JANKE

Attest: \_\_\_\_\_  
Holly Pannell, CMC, PFO, City Clerk/  
Human Resources Manager