



CITY OF KIRKLAND
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MEMORANDUM

To: Kirkland City Council
From: Kurt Triplett, City Manager
Date: January 22, 2015
Subject: 2015 CITY COUNCIL RETREAT PROPOSED AGENDA

RECOMMENDATION:

City Council reviews the proposed agenda for the 2015 City Council Retreat and provides feedback. A second retreat focused on financial issues and the CIP process will be scheduled in May, so those topics are not included in the proposed agenda.

BACKGROUND DISCUSSION:

The 2015 City Council retreat is scheduled for Friday, February 20 from 9:00 am to 4:00 pm at the Beaver Lake Lodge in Sammamish. As you may recall, the City Council suggested that the next retreat be held off site. Beaver Lake Lodge is owned by the City of Sammamish and they have an excellent meeting facility set in the park. The rental cost is nominal and lunch will be brought in as usual.

Staff is proposing the following topics for the retreat agenda:

1. 2015-2016 City Work Plan – A review of the proposed work plan that reflects the priorities established in the budget process and the major work items for the coming two-year period. Staff presented an initial list during the budget and this will identify additional items and further define their scope.
2. Council Policies and Procedures – The City Council recently adopted an updated version of the policies and procedures and deferred two policy discussions to the retreat including Council use of social media and Council Committee meetings. The latter discussion will relate to making committee meetings open to the public and continue the discussion about how topics are added to committee agendas.
3. Potential Ballot Measures – This discussion will focus on two potential ballot measures so that staff can begin to define the scope of the measures and the type of funding that may be requested if the decision is made to pursue either measure:
 - a. Fire and Emergency Services – This is a continuation of the discussion about improving fire and emergency response times through implementation of the Fire Strategic Plan and Standards of Coverage Study. The timing and type of the measure and its relation to the North Kirkland Station project will be discussed. The levy or bond measure would likely address capital needs such as the relocation of Station 27 and renovation of existing stations but the issue of a companion staffing measure will also be evaluated.

- b. Aquatics and Recreation Center (ARC) – Background will be provided on funding sources for the ARC including the mechanics and implications of establishing a Metropolitan Park District dedicated to the ARC project. Staff will also present draft citizen survey questions that can help determine the public’s support for the project and proposed funding mechanisms.
4. Council Brainstorming – This is a continuation of an agenda item included in past retreats that allows the Council an opportunity to initiate discussion about any topic. Traditionally, the City Council has generated a list of potential topics for future consideration and then prioritized them to determine which topics should be either added to the work plan or otherwise brought forward for discussion.

During the February 3 meeting, it will be helpful for Council to identify any other topics or key elements of interest related to these topics that staff should be including in the retreat packet and/or presentation. A suggested agenda is provided below.

CITY COUNCIL RETREAT
Draft Agenda

- 8:30 Arrival and Breakfast
- 8:50 Agenda Overview
- 9:00 2015-2016 City Work Plan
- 10:00 Council Policies and Procedures
- 12:00 Lunch
- 12:30 Potential Ballot Measures
- 2:30 Council Brainstorming
- 4:00 Adjourn