

**CITY COUNCIL  
STUDY SESSION  
January 7, 2025**

**ATTENDEES:** Council members Bender (via Zoom), Green, Smith, Arsanto, Burbank, Anderson and Bergerson.

Also in attendance were: Mayor Burkett, City Administrator Brunell, Senior Planner Farnsworth, Public Services Director Banks, Fire Chief Skogen, Police Records Clerk Burkett and Deputy City Clerk Clark.

Mayor Pro Tem Smith called the regularly scheduled meeting to order at 6:06 PM.

**Review of CLG Ordinance:**

City Administrator Brunell spoke to the Council that as part of the 2024 work plan, the Citizen's Advisory Commission has worked on guidelines that include drafting a Historic Preservation Ordinance. Based on the Commissions feedback several updates have been made. Key updates include expanded definitions, revised nomination procedures, certificate of appropriateness process, appeal process and zoning relief provisions. The Council gave their input on what they would like to see.

**Review of Board & Commission Workplans:**

City Administrator Brunell and Senior Planner Farnsworth let the Council know this is an opportunity to review 2025 work plans and meeting dates for Senior Citizen Advisory Commission, Citizen Advisory Commission and Planning Commission.

**Review of Council Committee and Liaison appointments:**

Council liaison opportunities include Planning Commission, Senior Advisory Commission, Citizens Advisory Commission, Economic Development (BDA & Chamber of Commerce), Regional meetings (PSRC & PCRC), and Lodging Tax Advisory Commission. The Council members are actively present at citizen committee meetings, and this change has strengthened communication, improved transparency, and positive feedback from the community. The Council updated what they have discussed at their liaison meetings.

**Annual Review of 2022 Adopted Council Goals & Priority Projects:**

City Administrator Brunell went over the progress of Councils long term goals established at the 2023 City Council retreat, assess remaining priorities, and discuss potential revisions to reflect evolving community needs and priorities. The memo and update from Ms. Brunell gave a summary of the status of completed projects, ongoing/in-progress projects and projects not yet started. The Council reviewed the remaining projects, evaluated the relevance of these projects considering current needs and priorities and discussed if any key priority projects are missing.

**Review of Park Impact Fees:**

Will be brought forward to February City Council Study Session.

**City Council Comments:**

Council member Bergerson was happy that the community had positive feedback regarding the flag being back up at City Hall during the remodel.

With nothing further, the Study Session was adjourned at 6:47 PM.

Courtney Brunell

City Administrator

  
\_\_\_\_\_  
Mayor

Prepared by: Jessica Clark, Deputy City Clerk