

**CANBY CITY COUNCIL  
WORK SESSION MINUTES  
February 27, 2008**

**Presiding:** Mayor Melody Thompson

**Council Present:** Paul Carlson, Teresa Blackwell, Walt Daniels, Randy Carson, and Tony Helbling. Councilor Wayne Oliver was absent.

**Staff Present:** Kim Scheafer, City Recorder Pro-Tem.

**Others Present:** None.

Mayor Thompson called the Work Session to order at 6:42 p.m. in the City Hall Conference Room. The City Council met to discuss City Council goals.

A discussion took place regarding the current City Council goals.

Goal 1 – No Changes to Action Steps.

Goal 2 – Action Step A - Remove wording about Economic Development Manager position so that it talks about the creation of the Program of Work only. Action Step E needs to be reported on in the Bi-Monthly reports so it shows what is being done and how often the Response Team gets together. Action Step F needs to be reported on in the Bi-Monthly reports so that it shows more details on what and how many are being sent out, along with how many contacts are received back.

Goal 3 – Action Step D needs to be moved in front of the other Action Steps for this goal. There was consensus to move this Action Step to a higher priority. Council would like to be advised on what the next step is.

Goal 4 – Add sentence to end of goal that talks about continuing to place emphasis on recruitment and equitable distribution of beneficial projects throughout the district.

Goal 5 – Add Action Step that initiates the planning of the Northwood's park. Council would like information on when the City will take possession of the property.

Goal 6 – No Change.

There was Council consensus to have a goal added after Goal 6 that talks about implementation of the financial component of the street maintenance fee including operations, customer service, public relations, implementation, billing, and a contingency plan. An explanation of how the fuel tax will be collected by ODOT should be included in the goal.

Goal 7 – Renumber to Goal 8.

Goal 8 – Renumber to Goal 9.

Goal 9 – Renumber to Goal 10.

The council asked for clarification from staff on who receives the Planning and Building Department surveys and what the results were.

A discussion took place about public relations information being put inside transit buses that state local businesses are paying for the buses.

Councilor Daniels said when the transit system first started the City Council at that time did not want advertising on the outside of the buses. Transit staff was currently looking into the cost of advertising inside the buses. They were also doing a survey with a consultant regarding fare boxes.

There was Council consensus to have a work session with the Transit Staff and Transit Advisory Committee that discusses demographics, recognition of funding sources, update on federal funding, and information about the background of how the transit system started.

Councilor Carson said they needed to be proactive about public relations with the business community.

Council wanted to know from staff if there were ways of advertising ahead of time streets that were to be repaired using the street maintenance fee and fuel tax money. They also wanted to know how staff planned to do street projects before the cash flow started.

Goal 2 – add Action Step that talks about developing pro-active public relations to include press releases dealing with economic development.

Goal 5 – Add Action Step that talks about proactive press releases on infrastructure projects.

Councilor Carson suggested a mailer going out that speak of the upcoming street maintenance and sewer billing coming from the City.

Mayor Thompson adjourned the Work Session at 8:28 p.m.



Kimberly Scheafer, CMC  
City Recorder Pro Tem



Melody Thompson  
Mayor