

**CANBY CITY COUNCIL
WORK SESSION MINUTES
March 14, 2007**

Presiding: Mayor Melody Thompson

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

Staff Present: Kim Scheafer, City Recorder Pro-Tem

Others Present: Steve St. Amand

Mayor Thompson called the Work Session to order at 6:30 p.m. in the City Hall Conference Room.

The purpose of the Work Session was to review and discuss the current Council goals. The Council broadened the goals and directed staff to bring back strategic planning of how they would be able to reach these goals in 3-5 years. Below is a list of wording changes that were made to each goal.

Goal 3 – Change wording to “Maintain, upgrade, and expand City infrastructure including water, wastewater, streets, sidewalks, and storm drainage to meet the needs of anticipated populations.” The street maintenance fee would be an action item under this goal.

Goal 4 – Change wording to “Create strategies for implementing the long-term City facilities plan.” Under this goal would be police department facility, library, etc.

Mayor Thompson proposed a new goal regarding the quality of operations of the organization itself. This would be strategic planning and sound foundation for the organization. Councilor Helbling said they should have a five and ten year plan documented. The following wording was proposed: “A responsive and efficient customer service oriented organization that provided for five year strategic plan and ten year visioning.” They wanted each department to have a plan. This would be discussed later in the meeting.

Goal 5 – Change wording to “Develop a community vision and plan for the provision of future park and recreation needs and funding.” The rest would be action steps. Councilor Carson thought they should provide for current parks as well. Mayor Thompson said that could go under the infrastructure category.

Goals 6, 7, and 9 – Delete as goals and put as an action item under Goal 3, infrastructure.

Goal 8 – Council wanted to emphasize the importance of master planning for these areas, but there was also an issue of staff availability.

Goal 10 – Change wording to “Maintain a strong and responsive law enforcement system to curtail growth of crime and vandalism and promote positive public relations.”

Goal 11 – Delete.

Goal 12 – Change wording to “Provide proactive financial stewardship, reporting, analysis and recommendations to the City Council.”

Goal 14 – Change wording to “Strengthen ties between the City Council, City staff, and community members to improve communications, achieve mutual goals, enhance and maintain customer service.”

Goal 15 – Delete as a goal and put as an action item under Goal 14.

Councilor Helbling said the overlying goal of the document was to maintain the friendly Canby feeling while efficiently providing City services to support carefully planned growth. The Council thought it could be a vision statement that would be used at the front of the goals document. This would take the place of the introduction, and would be their first and foremost goal. They also discussed changes to the conclusion. They now had ten goals.

Councilor Helbling said one of the primary things they needed to do was to make sure the department heads did visionary planning.

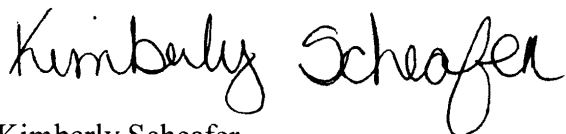
A discussion took place regarding development of a municipal operations goal that dealt with strategic planning. They wanted a goal that addressed the future planning of the organization and decided it would be one of the goals.

Council consensus was to review the goals document and once changes had been made, staff would provide action steps and timelines for each goal.

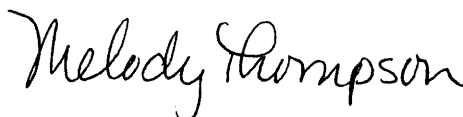
Council discussed the prioritization of the goals.

There was also Council consensus to start work sessions at 7:30 p.m. on off-Council meeting nights to accommodate Councilors who were attending spring sporting events.

Mayor Thompson adjourned the Work Session at 8:40 p.m.



Kimberly Scheafer
City Recorder Pro Tem



Melody Thompson
Mayor

Assisted with Preparation of Minutes – Susan Wood.