

**CANBY CITY COUNCIL
WORKSHOP MINUTES
September 19, 2005**

Presiding: Mayor Melody Thompson

Council Present: Roger Harris, Walt Daniels, Georgia Newton, Wayne Oliver, and Randy Carson. Councilor Teresa Blackwell was absent.

Staff Present: Mark Adcock, City Administrator; John Williams, Community Development & Planning Director, Beth Saul, Library & Parks Director; Chaunee Seifried, Finance & Court Services Director; Greg Kroeplin, Police Lieutenant; and Kim Scheafer, City Recorder Pro Tem

Others Present: None.

Mayor Thompson called the workshop to order at 7:05 p.m. in the Conference Room at City Hall.

Mark Adcock, City Administrator said the Council had come to consensus at their last workshop on adding the following new goals: implementing an Economic Development Action Plan, relocation of police facility, study feasibility of regional police training facility, completion of Legacy Park in 2006-2007, and City finances. He hoped to get from Council what type of functions they felt important as staff tried to craft the budget. Staff would be coming back to the Council at a workshop in mid-November with a work plan for the budget. It would have program emphasis and some sense of where they hoped to take the organization. Several goals were things that they would be doing anyway as a function of being managers.

Discussions took place regarding each goal and the staff time that associated each goal.

Councilor Newton said she would like to see a Town Hall Meeting held so the Council could discuss issues and projects with citizens. The Council agreed to hold a Town Hall Meeting after a regular Council Meeting in November. Topics would be limited to economic development, street maintenance, and a new police facility for the first meeting.

Mayor Thompson said she was concerned about service delivery to developments that may be built outside the City limits. The Council discussed various services and facilities that may be impacted.

Councilor Harris said he thought they should have a contingency plan that starts with zero based budgeting that builds up to the projection. They currently have a projection for what the general fund would look like two years from now. The Council would identify, with the advice of staff, what they considered essential to the functioning of the City's government.

Mayor Thompson said she wanted staff to look at reductions in force within their departments that are not strategic with regard to policy making by the Council. She thought a hiring freeze was appropriate. There may be circumstances when they could not do it. She was comfortable with the Council making a decision that when positions become vacant they would be frozen.

Councilor Carson said he felt they needed to work with the Fire Department in the future with URD funds.

Mr. Adcock said he wanted to get a sense from the Council as to the general fund side and what they wanted to keep.

Mayor Thompson said she thought they should approach it like they did when they added staff. They had made decisions in the past as to what reductions to make and then they had added people back.

John Williams, Community Development & Planning Director said that staff was forming a list of general fund services that they had to have.

Councilor Newton said she wanted people to feel they had access to City Hall, that they were safe, and that the police were there for them. They needed to be able to respond to the economic development plan so they were turning it around and keeping the economic factor going. If the library could not be open as many hours, it could at least be open seven days a week with shorter hours.

Councilor Oliver said people were never going to realize they were in trouble unless they were inconvenienced. He thought maybe they could do levies and let people choose what they want.

Councilor Daniels said he liked the idea of a list so they could all be on the same page, know what the basic need was, and the things that were mandated.

The workshop was adjourned at 9:15 p.m.



Kimberly Scheafer
City Recorder Pro Tem



Melody Thompson
Mayor