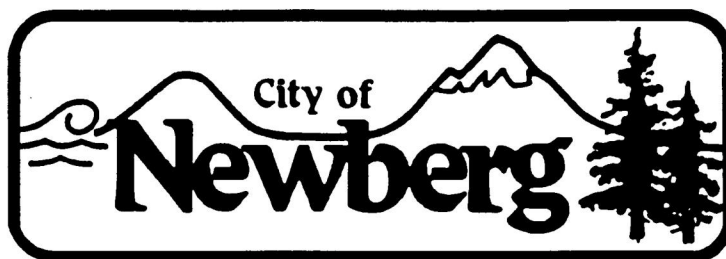


City Manager
(503) 538-9421

City Attorney
(503) 537-1206



414 East First Street
PO Box 970
Newberg, Oregon 97132

**CITY OF NEWBERG
COUNCIL AGENDA
JANUARY 18, 2003
9:00 A.M. - 1:00 P.M.
COUNCIL WORKSHOP
CITY HALL - 2ND FLOOR CONFERENCE ROOM**

- I. CALL MEETING TO ORDER***
- II. ROLL CALL**
- III. ITEMS FOR DISCUSSION**
 - A. Newberg-Dundee Transportation Improvement Project**
 - B. Downtown Revitalization/Economic Development**
 - C. Citizen Participation/Ad-Hoc Committees**
 - D. 2002-2003 Budget Forecast**
 - E. Cultural Development/Tourism**
 - F. Other Issues To Be Determined**
- IV. ADJOURNMENT**

*The Mayor reserves the right to change the nature and order of the items that are discussed at this workshop.


CITY MANAGER'S OFFICE: e-mail: nctymgr@ci.newberg.or.us Fax: 537-5013
Building: 537-1240 • Community Development: 537-1240 • Finance: 537-1201 • Fire: 537-1230
Library: 538-7323 • Municipal Court: 537-1203 • Police: 538-8321 • Public Works: 537-1233 • Utilities: 537-1205
Municipal Court Fax: 538-5393 • Community Development Fax: 537-1272 • Library Fax: 538-9720

"Working Together For A Better Community - Serious About Service"

MEMORANDUM

DATE: February 6, 2004

TO: Mayor & City Council

FROM: Jim Bennett, City Manager 

SUBJECT: City Council Goal Setting Workshop

Attached are the notice for the goal setting workshop on Wednesday, February 11, a program schedule for the workshop and a list of talking points to help generate topics for discussion at the workshop. I have also enclosed the previous agenda for the workshop that was held on January 18, 2003, shortly after the majority of the present City Council took office. You can see that the focus at that time was to focus on broader issues and to try to bring the Council up to date on as many issues as possible. I expect that this year, in addition to outlining some broader goals and objectives, we will be able to identify more specific actions that the Council would like to see implemented during the coming fiscal year and longer term.



MEETING NOTICE

NEWBERG CITY COUNCIL GOAL SETTING WORKSHOP & DINNER

FEBRUARY 11, 2004

5:00 P.M. TO 9:00 P.M.

**CITY HALL ADMIN. CONF. RM.
414 E. FIRST ST.**

AGENDA

- I. CALL MEETING TO ORDER**
- II. ROLL CALL**
- III. ITEMS FOR DISCUSSION:**
 - 1. REVIEW CITY COUNCIL GUIDELINES**
 - 2. SET AND PRIORITIZE GOALS FOR
FY 2004-05 AND BEYOND**
- IV. MISCELLANEOUS ITEMS**
- V. ADJOURN**

CITY COUNCIL
GOAL SETTING WORKSHOP
FEBRUARY 11, 2004

PROGRAM

- 5:00 p.m. Dinner
- 5:30 p.m. Review Council Guidelines
- 6:30 p.m. Review City Challenges and Opportunities
- City Council/Administration
 - Finance/Court
 - Fire/Ambulance
 - Information Technology
 - Library Services
 - Planning and Building
 - Police/Dispatch
 - Public Works/Water/Wastewater/Engineering
- 7:30 p.m. Discuss and Prioritize Council Goals
- 8:30 p.m. Finalize Goals and Parting Shots
- 9:00 p.m. Adjourn

TALKING POINTS

Here are a few talking points to stimulate the thought processes and help you identify issues or priorities. It is certainly not all inclusive. I am sure that you all have new ideas that we can explore.

City Council/Administration

- Improve citizen participation at meetings and on committees.
- Establish a community access cable channel.
- Improve Council attendance at LOC and National League of Cities.
- Visit our sister city of Wadayama, Japan.
- Work with other cities to protect our interests at the state level.
- Study future city employment and facility space needs.
- Purchase VFW property.

Finance/Court

- Develop on-line payment system for utility bills and other fees.
- Reduce court workload by sending some misdemeanors (DUIIs, etc.) to McMinnville court.
- Hire full-time city prosecutor.

Fire/Ambulance

- Participate in SAFER program to increase fire department staffing levels.
- Open Station 21 with full staffing.
- Secure ambulance contract from Yamhill County.
- Continue/discontinue fire truck fee for future equipment purchases.
- Consider establishment of fire district with Dundee and possibly other agencies.

Information Technology

- Improve design and use of City website.
- Ensure adequate staffing levels.
- Explore IT collaboration opportunities with other agencies.

Library Services

- Consider establishment of library district initially without City of Dundee (like CPRD)
- Increase/decrease library hours of operation.
- Rent/lease library annex to improve library revenues.

Planning and Building

- Develop on-line permit system for planning and building.
- Improve customer service. This is the front line where we come into contact with the public usually for the first time. It applies to all departments, of course, but is particularly important here.

Police/Dispatch

- Consider the future of providing 911/dispatch services and how best to achieve that.
- Ensure adequate staffing level for department.
- Review funding options/strategies for maintaining an effective department.
- Hire a code enforcement officer.
- Pursue department accreditation at the national level.

Public Works/Water/Wastewater/Engineering

- Consider implementing a street pavement maintenance program.
- Review traffic management options for downtown.
- Continue support for Newberg/Dundee bypass.
- Review water service policy.