

**CITY OF LAKE CITY COMMON COUNCIL
WORKSHOP MEETING
MONDAY, FEBRUARY 28, 2011 5:00 P.M.
CITY HALL COUNCIL CHAMBERS**

Members Present: Mayor Jerry Dunbar, Council Members Joel Beckman, Mark Spence (5:07 p.m.), Andru Peters, Matt Powers, Phil Gartner (5:07 p.m.), Mary Lou Waltman

Member Absent: None

Staff Present: Finance Director Barb Pratt, City Clerk Kari Schreck, Public Works Director Scott Jensen, Director of Planning and Community Development Rob Keehn, Police Chief Lyle Schumann, Marina Administrator Mark Lutjen, City Attorney Karen England, City Administrator Ron Johnson

Call to Order

The meeting was called to order at 5:00 p.m.

Adopt/amend Agenda

Motion Powers, seconded by Beckman to adopt the agenda. All ayes 5-0-0.

Discuss 2011 Council goals/projects

The following information was provided to Council for discussion at this meeting:

2011 Potential City Council Goals/Projects

Council members and Council member elect, and City Administrator were asked to submit their top 2 goals for 2011 for discussion during a retreat conducted on Saturday, November 20, 2010.

The following are a listing of potential 2011 Council Goals/Projects that were submitted and ended up being included for future consideration (multiple listings after a number are a result of goals being submitted that were similar):

1. Discuss staffing at City Hall, review each job description making changes or updating duties & responsibilities where necessary, and go over what is appropriate daily staffing to provide service to our public
2. Review all Board & Commissions' duties & responsibilities, consolidate where possible, and write a clear policy whom the commission is to report to and if a scribe from staff is necessary
3. Decide on what land at Cemstone/Jewel Lower Terrace the city would like to keep for future industrial growth, and prepare balance of land for future sale
4. Research and/or implement paperless agendas for Council by use of laptop computers
5. Review & develop an action plan addressing the Library space needs

Review and develop an action plan addressing the Public Safety space needs – Police, Ambulance, Emergency Management, and Fire

Find out why the library referendum failed. Was it due to high cost, lack of a need for a new library, lack of location defined, etc...? Based on this information, determine what our direction should be regarding a new library. Work toward a library vote in 2 years

Develop facilities plan for municipal buildings, including conducting research on existing available real estate to see if opportunities for relocation, at substantially reduced price(s), may work to alleviate space pressure and save money in the long term

6. Continue to find ways to make our city leaner. We will be asking everyone to do more with less. This means that we need to continue to improve our efficiencies. This could entail changes in how things are done, staffing levels and roles, as well as tools to help with productivity

7. Define Council responsibilities vs. staff responsibilities

Have a dialogue on how staff can gain the respect of Council at a level that will help Council and staff work together as a team

8. Discuss Council meeting decorum & number of

9. Review extension of river walk into Hok-Si-La (using the Yaggy-Colby 2007 study), tie in with the Gilbert Creek bridge project

10. Provide long term structural balance in our finances

Director of Planning and Community Development Rob Keehn provided an update on the facilities planning activity status.

Each Council member provided an opinion on the structure of boards and commissions. It appeared to be a consensus that personnel related duties should not be included in any of the board and commissions with the exception of the Civil Service Board.

It was suggested to receive input related to board and commission duties from the appropriate department managers and respective boards and commissions. It was further suggested that the City Attorney and City Administrator coordinate the effort to reach a recommendation for future Council consideration, in a time frame that works for both individuals.

Mayor Dunbar informed Council that representatives of Alliance Bank would like to discuss potential options on the Home Pros building. Council is of the opinion that this discussion could take place in the future, but would not be appropriate at present.

Discussion took place regarding the Jewel Lower Terrace, with the consensus to have the property registered by year's end. City Attorney England was asked to provide a reasonable time frame to Council to complete this registration process.

Miscellaneous Discussion

There was no miscellaneous discussion.

Adjourn

**Motion Powers, seconded by Waltman to adjourn the meeting at 6:15 p.m. All ayes
7-0-0.**

Jerry M. Dunbar, Mayor

ATTEST:

Kari Schreck, City Clerk