



**Special City Council Meeting  
September 18, 2014 - 2:30 PM  
Council Chambers  
MINUTES**

**I CALL TO ORDER**

Mayor Nancy Backus called the special meeting to order at 2:30 p.m.

Councilmembers in attendance included Deputy Mayor Rich Wagner, Bill Peloza, Wayne Osborne, John Holman, Claude DaCorsi and Yolanda Trout.

Councilmember Largo Wales arrived at 4:08 p.m.

Department directors and staff members present included Police Chief Bob Lee, Community Development and Public Works Director Kevin Snyder, Human Resources and Risk Management Director Rob Roscoe, Director of Administration Michael Hursh, Parks, Arts and Recreation Director Daryl Faber, Assistant Director of Engineering Services and City Engineer Ingrid Gaub, Permits and Administration Manager Darcie Hanson, Planning and Design Services Manager Elizabeth Chamberlain, Assistant Director of Public Works Services Randy Bailey, Innovation and Technology Customer Support Manager Reba Stowe, Innovation and Technology Secretary Melissa Medisch, Environmental Services Manager Chris Andersen, Public Affairs and Marketing Liaison Dana Hinman, Finance Director Shelley Coleman, Financial Planning Manager Bob Brooks, Financial Analyst Tamara Baker and Deputy City Clerk Shawn Campbell.

**II DISCUSSION ITEMS**

- A. 2015 - 2016 Biennial Budget Review  
Budget documents can be viewed from the August 12, 2014 Special City Council Meeting Agenda

Director Tiedeman presented the Innovation and Technology Department budget. He reviewed the department accomplishments, and cost savings measures for 2014, he reviewed the objectives for the 2015-2016 budget, and performance matrix standards.

Council asked about the use of social media, growth in GIS, training for staff, a dedicated Innovation and Technology staff person at the Police Department, contracts with surrounding jurisdictions, impact on staff for outside contracts, the Your GOV program, boards and commission management software, online

citizen comments and tools, traffic cameras, the possibility of leasing public safety equipment, consolidating police equipment between surrounding jurisdictions, and staff overtime.

Director Tiedeman reviewed the department decision packages including a dedicated Innovation and Technology support position located at the Police Department, battery backup for the disaster recovery system, citizen engagement and website renovation, and a public safety equipment upgrade

Director Snyder explained the department structure for the Community Development and Public Works Department. The department consists of administration, environmental services, engineering services, community development, and maintenance and operations. He reviewed how the department will evaluate service levels and expectations for the reorganized department. He reviewed the department highlights and goals, the 2013-2014 accomplishments, and the 2015-2016 goals

Council discussed departmental methods for measuring departmental goals, the community rating system, prevention of wire theft, street sweeping schedules, the graffiti removal program, the readability of street signs, the Your Gov app, a public transportation shuttle to the Lakeland Hills area and the downtown area, the Save Our Streets fund, Transportation Improvement Plan projects, design fees, water conservation, water source improvements, working capital for the sewer system, the M Street Underpass Pump Station, staff accommodations during an emergency, and property abatement procedures

Environmental Services Manager Anderson presented the Environmental Services accomplishments and objectives

Assistant Director of Engineering Services and City Engineer Gaub presented the goals and accomplishments for the Engineering Division and the Water, Sewer and Storm funds

Assistant Director of Public Works Services Bailey presented the Street Division's accomplishments and objectives and the Equipment Rental & Replacement fund.

Director Snyder presented program improvements for the department, including a new code enforcement officer and vehicle, hiring a climate action plan consultant, an abatement program for code enforcement, a downtown clean up project, and updating the development regulations from the Comprehensive Plan Update

### **III ADJOURNMENT**

There being no further business to come before the Council, the meeting adjourned at 5:02 p m

APPROVED this 20<sup>th</sup> day of October, 2014

Nancy Backus  
NANCY BACKUS, MAYOR

Shawn Campbell  
Shawn Campbell, Deputy City Clerk